

The Shubert Theatre

247 College Street
New Haven, CT 06510

Seating Capacity: 1591 Total

Orchestra - 665

Mezzanine - 474

Balcony - 392

Boxes - 60

Additional Pit Seating (12) on approval/advance notice.

Any cost associated with use of pit or pit seating is the responsibility of the Producer/Renter.

Rental Rates

Theatre - For Profit

One Performance: \$2500 (Friday or Saturday: \$3000)

Additional Performance Same Day: \$750

Rehearsal/Load-In: \$750

Theatre - New Haven Non Profit

One Performance: \$1500 (Friday or Saturday: \$2000)

Additional Performance Same Day: \$750

Rehearsal/Load-In: \$750

For events where tickets will be sold to the general public, rental clients must provide proof of a successful track record of presenting events in other venues of 2,000 seats or more.

Special Event - Lobby Rental** \$350/hr
(80-150 guests banquet style or 150-300 guests reception style)

Special Event - Marcum Suite Rental** \$275/hr
(50 guests banquet style or 75 guests reception style)

***Minimum 4 hour rental. Includes 1 event manager. Additional event labor billed as needed.*

Additional Rental Costs

Front of House Expenses

(Includes house manager, ushers, ticket takers, ticket sellers, stage door security, marquee, cleaning for standard events)

0-500 patrons \$1,200

501-1000 patrons \$2,300

1,000 + patrons \$2,800

Stage Door Attendant \$18.50/hr

T-shirt Security \$20/hr/person

Existing Sound System \$500 to \$2500

Lighting System \$350 to \$1200

Followspot Rental (3) \$150 per spotlight + labor

Projector/screen \$350

Risers \$35 each

Piano (Upright Yamaha) \$325 includes one tuning

Internet \$50/day

Utilities \$450/day

Pre or Post show reception \$250

Prep Kitchen use *(as available)* \$125/hr

Deposit

The **non-refundable** deposit amount is the full amount of basic rent.

Stagehand Labor

Subject to the work rules, minimums and overtime provisions. An estimate will be provided upon request.

Tickets

CAPA has a contract with Ticketmaster for all events at the Shubert Theater. CAPA sets up and supervises each event on the system. The associated charges are as follows:

\$200 set-up fee

25¢ per ticket for printing fee (15¢ nonprofit)

5% credit card fee (can be charged to customer)

Online and phone sales are subject to current Ticketmaster agreement.

Restoration Fee

To maintain, preserve, and enhance the beauty and working condition of the theatre, a \$4.00 per ticket "Restoration Charge" is added to the base ticket price of each ticket.

Insurance

To be obtained by presenter/renter. The presenter/renter is required to obtain liability insurance as provided in the rental agreement.

Merchandise Commission

20% if renter or artist provide seller, 30% if theatre personnel sell. Commission is based on gross (not net of any taxes). 6.7% sales tax shall be the responsibility of the presenter/renter. Out of state Producer/renters or clients without state sales tax permit will remit CT state sales tax to CAPA which will report and remit to CT Department of Revenue promptly.

Promoter is responsible for paying **ASCAP**, **BMI** and **SESAC**.

Placing a Hold & Confirming A Date

Holds may be placed and held for up to **two weeks**. After that time, if we you can not communicated with us in writing, **your date may be released without notice**. Full payment of rental fee (non-refundable) with a fully executed contract is required to to confirm your event. A certificate of insurance is required two (2) months prior to the event date.

Before you sign a contract

In addition to the basic rental charge, **you will have charges for sound, lights, labor, ticketing, front of house, and security**. These are the basic charges incurred for every rental. Depending on the nature of your event, additional fees may apply. An estimate of all expenses must be obtained prior to booking.

Paying your Bill

Your full estimate must be paid in full one (1) month prior to your event. If you have enough money in your ticket sales to cover your estimated expenses the show can proceed. If you have not sold enough tickets to cover your expenses, remaining expenses must be paid to CAPA in the form of cash or a certified check. CAPA will provide all renters with a full settlement of expenses following the event.

For more information & availability, call (203) 624-1825 or visit www.shubert.com