



## CARVER COMMUNITY CULTURAL CENTER

### Jo Long Theatre for the Performing Arts - Capacity 650

#### Rental Rates

Security Deposit: \$200 - Deposit is refundable if no damages are incurred

Rent: 7:45am to 12 midnight; Facility is rented in four (4) hour increments only

*NON-PROFIT* pays a daily rate of \$200 for first four (4) hours in the theatre/\$100 each subsequent 4-hour block  
*NON-PROFIT* - if charging admission, collecting donations, or conducting other fundraising activity, renter will be charged the *FOR PROFIT* rate

*FOR PROFIT* pays a daily rate of \$350 for first four (4) hours in the theatre/\$200 each subsequent four (4) hour block

#### Insurance:

Licensee agrees that within (30) days prior to the event, Licensee will provide evidence of General Commercial

Liability insurance with limits of at least \$1,000,000 per occurrence and \$2,000,000 general aggregate. If using an existing Commercial General Liability policy, the certificate must list City of San Antonio as the certificate holder, and the City must be named as an additional insured by endorsement. Coverage may also be obtained online by using the City's Tenant/User Liability Insurance Program (TULIP) to purchase the required coverage [www.ebi-ins/e/tulip](http://www.ebi-ins/e/tulip), and used I.D.

Venue code 3848-011. Other online sources are [www.theeventhelper.com](http://www.theeventhelper.com) & [www.wedsafe.com](http://www.wedsafe.com). Licensee must provide copies of the insurance certificate and endorsement to their facility contact.

#### Technical Crew Rates/Per Technician:

Weekdays: \$20 per hour (4 hour minimum), up to 8 hours

Weekends and Holidays: \$26 an hour, (4 hour minimum), up to 8 hours

Weekdays, Weekends, Holidays after 5pm: 8 hours or more on the same day (up to 12 hrs); rate is \$26 per hour

More than 12 hours on the same day, rate is \$35 per hour

Client will pay the entire half hour if event exceeds five (5) minutes or more of contracted time

**Clean Up Fee:** Three Star dressing rooms with bathroom and shower are available

Two additional large group dressing rooms with bathrooms and showers are also available

\$100 without dressing rooms/ \$150 includes dressing rooms

An additional \$100 is charged if food is served

#### Additional Equipment Charges:

Drum Kit - \$100 per day

Follow Spot - \$50 each per day

LCD large projector - \$125 per event

LCD small projector - \$50 per event

Marley Floor - \$60 per event (Jo Long Theatre stage)

Microphones - \$10 each per event / rehearsal

Piano (Grand) - \$100 per day

Piano (Upright) \$75 per day

Risers - \$10 each per day

Tables - \$10 each (3 tables are free)

**TICKET INFORMATION:** All ticketed events are required to utilize Ticketmaster for the sale of tickets at the Carver. Arrangements will be made with the Box Office Coordinator to facilitate the selling of tickets. A \$50 fee for each performance will apply to cover staffing for each event.

\* Licensee is also responsible for the charge of an additional \$1 theatre preservation fee to the Carver on every ticket sold to an event.

**Security:** Licensee agrees to pay for the provision of security during the complete term of an event. Licensee must make security services arrangements with a TCOLE, (Texas Commission on Law Enforcement) certified officer.