

**Addendum A: Conrad Centre for the Performing Arts Rate Sheet**

2022-2023 SEASON  
August 1, 2022-July 31, 2023

**NOT-FOR-PROFIT:** *Not-for-Profit or Charitable registration number must be supplied.*

Main Theatre – Full Day \$1117 base rent  
Main Theatre – Full week (7 days) \$6200 base rent

Rehearsal Hall & Board Room Rates available upon request

All rentals after 12:00 AM \$110/ Hour

**COMMERCIAL:**

Main Theatre – Full Day \$1350 base rent  
Main Theatre – Full week (7 days) \$7568 base rent

Rehearsal Hall & Board Room Rates available upon request

All rentals after 12:00 AM \$110/ Hour

Rental Charges listed above will apply to and/or include all Performances, Rehearsals, Load-ins/outs, Set-ups and Dark Days in the main theatre or rehearsal hall.

Rental charges are as listed above, plus additional charges as necessary for staffing, ticketing fees, licensing fees, and equipment rentals. An estimate of additional charges for a specific Booking Period can be provided upon request.

CCPA reserves the right to determine appropriate staffing and cleaning for all areas of the Building.

CCPA reserves the right to determine and enforce appropriate Covid-19 protocols for all areas of the Building and will at all times follow public health directives in this regard. This may result in cancellation or additional staffing charges.

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**A. STAFFING CHARGES**

**Front of House**

Front of House Manager	Included for 1 show/per Theatre rental day Included for 7 shows/Theatre weekly rental	
<i>Required for each performance; per hour for additional performances</i>		\$23 per hour*
Lead Usher – <i>Required for all rentals, for each performance</i>		\$21 per hour*
Ushers – <i>per usher as required for audience size</i>		\$20 per hour*
Doorperson – <i>as determined by Lessor</i>		\$20 per hour*
Bartenders/Concession – <i>per bartender as required</i>		\$20 per hour*
Security – <i>as necessary only</i>	Will be billed at actual	
Merchandise Sales Commission		20%
KWS provided Merchandise Seller	Will be billed at actual	

**Back of House**

Approved Technical Advisor (ATA) – up to 10 hours per day or 44 hours per week	Included with Theatre rental
Additional ATA hours – <i>beyond 10 hours per day, overtime</i>	\$45 per hour
Stagehands	\$25 per hour*

**Cleaning**

Standard venue cleaning – <i>weekdays as required</i>	Included
Additional cleaning – <i>as required</i>	\$25.00 per hour*

*\*All overtime will be billed at time and a half.*



**B. TICKETING FEES**

<b>Capital Reserve Fund Fee (CRF)</b>	\$1.00 per ticket
<i>The CRF will be charged on each ticket sold.</i>	
<i>CCPA does not provide ticketing services. Rental clients are responsible for their own event ticketing and must arrange staffing box office attendants for their event(s), when appropriate.</i>	



**C. ADVERTISING SERVICES**

Renters Promotional Package	Included
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**D. LICENSING FEES**

SOCAN LICENSING FEES – as required by SOCAN	Will be billed at actual
For 2022:	

- Tariff 4.A.1 Popular Music will be billed 3% of gross ticket sales (min. \$35 / concert).
- Tariff 4.B.1 Classical Music will be billed 1.56% of gross ticket sales (min. \$35 / concert).
- Tariff 8, meetings or events with music will be billed \$66.19 minimum.

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**E. EQUIPMENT INCLUDED WITH THEATRE RENTAL**

**Lighting (House Plot)**

ETC Express 125 Console / 96-2.4kw channels of dimming Thrust Orientation 8 Lamp Warm Wash and 8 Lamp Cool wash 4 Three Cell Cyc Lights (Red, Blue & Amber accents) Proscenium Orientation 5 Lamp Warm Wash and 5 Lamp Cool wash 6 1K Par Lights (Red, Blue & Amber accents) 14 Additional ETC Source 4 575w 36-degree lamps available for specials 12 Additional Colortran 6" Fresnel 1kw lamps available for specials <i>Clients are responsible for returning the plot back to its original position and patch Specials require a potential of 15 mins per lamp for installation, focus and Gel.</i>	Included
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**Sound**

Allen & Heath GLD-80 digital sound console Allen & Heath AR2412 I/O Module (24XLR input / 12 XLR output) Allen & Heath AR84 I/O Module (8XLR input / 4 XLR output) Meyer UPJ-1P Full Range Speaker (4 total) 4 in Thrust orientation (Mono Audio) 2 in Proscenium (Stereo Audio) <i>*(Re-orienting the Meyer speakers will incur a labour charge)</i> Belisle Acoustic, Transparance TH-118 Subwoofer (2 total)	Included       Included   Included
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**Audio Accessories**

Lectern with Microphone SM-58 Microphone on floor stand with boom arm (2 total) One CD Player Laptop connection or iPod connection	Included Included Included Included
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**F. EQUIPMENT RENTAL FEES**

**Lighting**

Consumables, per rental period <i>This is to cover the ordinary costs of bulbs, gel, batteries, and gaffe tape. Exceptional consumable costs will be billed additionally.</i>	\$35.00
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**Sound**

Yorkville Elite powered speaker/monitor (2 total) Shure Wireless Microphone 4 channels total (4 lavalier or 1 handheld)	\$20.00 each  \$30.00 each
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**Video** *(available in Thrust Orientation only)*

Christie Digital 10K projector (16 x 9 aspect ratio)* <i>*Includes Cramer Video Switcher VP728 and screen</i> Screen – Motorized Draper 16:9 front projection	\$200.00 per day  \$75.00 per day
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**Other Equipment**

Clear Com Station (2 Perm in Booth, 4 additional) Piano Piano tuning Stage Decks 4' x 8' (6 total)	\$10.00 each \$125.00 per day Will be billed at actual \$25 per piece
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## **Addendum B: Conrad Centre for the Performing Arts Venue Profile**

2022-2023 SEASON

August 1, 2022-July 31, 2023

Conrad Centre for the Performing Arts  
36 King Street West, Kitchener, ON N2G 1A3



### **The Warnock MacMillan Theatre**

Our main theatre is well known in our community. It is flexible enough to provide seating for up to 310 guests. With a number of different configurations to choose from, this space can be set up to suit a variety of needs. Theatre, concerts, dance recitals, events and weddings can all be accommodated.

### **The Rehearsal Hall**

This high-ceilinged hall can accommodate up to 75 people seated in rows and is ideal for rehearsals, dance or music classes, meetings, and other events. It is the perfect space for small receptions and other intimate gatherings.

### **Capacity:**

*Please note that public health directives related to Covid-19 may affect capacity*

#### **Warnock MacMillan Theatre**

Proscenium configuration	up to 310 seated with a 32' x 24' stage surface
Thrust Configuration*	up to 310 seated with a 30' x 30' stage surface
Main lobby	170 standing
Theatre Dressing Rooms	133

#### **Rehearsal Hall**

Theatre seating	75 without additional equipment set-up
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\* At the present time the CCPA is only able to accommodate theatre rentals in the thrust configuration. All other configurations are only available if time permits. All labour charges associated with reconfiguring the space must be borne by the Lessee.

### **Dimensions:**

Warnock MacMillan Theatre  
79'10" wide / 56'5" deep / 20' to grid  
Proscenium set-up  
30' wide / 22' deep / 20' to grid  
Thrust set-up  
32' wide / 22" deep / 20' to grid  
Blair Rehearsal Hall  
39'10" wide / 35'7" deep / 13' high