

# Live Event Auditorium Hire Costs 2014



## Charity/Community Rates

|                   | Full Day<br>(9am - 11pm) | Half day<br>(9am-1pm or 1pm-5pm) | Evening<br>5pm - 11pm |
|-------------------|--------------------------|----------------------------------|-----------------------|
| Friday - Saturday | POA                      | POA                              | POA                   |
| Sunday            | N/A                      | POA                              | POA                   |

## Commercial Rates

|                   | Full Day<br>(9am - 11pm) | Half day<br>(9am-1pm or 1pm-5pm) | Evening<br>5pm - 11pm        |
|-------------------|--------------------------|----------------------------------|------------------------------|
| Friday - Saturday | £1,100                   | £300                             | £600<br>(+£35 per hr get in) |
| Sunday            | N/A                      | £300 pm only                     | £600 (+£45 per hr get in)    |

Hire of the auditorium includes the use of two changing rooms adjacent to the stage.

## Technical Requirement

The auditorium has a capacity of 300 seated or 400 standing or 250 catered. If a live event requires the use of the sound desk in the auditorium, at least 4 seats will be lost.

## Live Events & Film Screenings

A Duty Manager, Stewards and Box Office staff are provided as part of your hire at no additional charge. Technical support is charged at £20 per hour for in house staff. It is recommended that a minimum of one technician is employed by The Beehive to supervise your entire event. This time must allow for pre-rigging and get out. External technical support, where required, may incur an additional cost.

| Staff                      | Cost Ex VAT   |
|----------------------------|---|
| Mandatory Duty Manager     | No additional charge                                |
| FOH Stewards & Bar         | No additional charge                                |
| Basic Technical Support    | £20 per hour (time must allow for get in & get out) |
| External Technical Support | Price on application                                |

## Film Screenings

It is a requirement that a professional projectionist is employed by The Beehive to screen your event.

| Staff                  | Cost Ex VAT   |
|------------------------|---|
| Mandatory Duty Manager | No additional charge                                  |
| FOH Stewards & Bar     | No additional charge                                  |
| Projection technician  | £20 per hour (time must allow for set up & shut down) |
| Transportation         | Price on application                                  |
| Film Hire              | Price on application                                  |

## Equipment

Additional equipment can be hired on your behalf and the cost charged to you.

| Item   | Cost Ex VAT                |
|--|----------------------------|
| Stage  | Included in room hire cost |
| Choir risers (2 available)                         | Included in room hire cost |
| Tables   | Price on application       |
| Radio mics   | £15                        |
| Instrument mics & stand                            | £10                        |
| Hand held mics & stand                             | £10                        |
| Function Room Data projection package              | £30                        |
| Function Room Film projection package (with sound) | £70                        |
| Cinema screen or Portable screen                   | £60 / £40                  |
| Auditorium PA System & mixer plus 1 mic            | £50                        |
| Auditorium lighting systems & desk                 | £50                        |

## Box Office

For ticketed live events or film screenings, it is a requirement of your booking that all tickets are sold through The Beehive Box Office. For events involving a film screening VAT will be deducted from gross income. Appropriate PRS charges will also be deducted from gross income for both film and live events.

| Box Office Rate  |
|--|
| Gross Box Office less - VAT (film), PRS charges, credit card charges and 10% Box Office commission |

## Marketing

The Beehive offers hirers the opportunity to display A4 posters and A5 fliers in the Front of House area. It is the Hirers responsibility to organise and finance the cost of any such publicity material. The print should then be given to the Centre Manager for internal distribution.

## Live Events or Film Publicity

Hirers wishing to stage a live event or film screening can book an entry on The Beehive listing on the website. The event will be highlighted as an external hire.

| Marketing Activity | Registered Charity Rate | Community Rate | Commercial Rate |
|--------------------|-------------------------|----------------|-----------------|
| Website            | £15                     | £15 + VAT      | £25 + VAT       |
| Brochure Entry     | £135                    | £135 + VAT     | £150 + VAT      |

Hirers can also obtain our Corporate branding information and logo for use in any external publicity they choose to produce and finance.

## Booking

To discuss hiring The Beehive for a live event or screening please contact the Centre Manager [manager@beehivehoniton.co.uk](mailto:manager@beehivehoniton.co.uk)

*N.B. Prices stated are valid for events occurring in 2014 - 9/3/14*