Rio Grande Theatre Rental Information

RENTAL RATES
The following rental rates apply for the use of the Rio Grande Theatre:

• Sunday – Wednesday
  o $100 per hour (includes for profit and non-profit)
• Thursday – Saturday
  o $200 per hour (includes for profit and non-profit)
  o Any rental agreement that reaches a total of 11 or more total hours will be charged at the rate of $100 per hour*

Equipment & Personnel
For all event and rehearsal dates, the following equipment will be available for use by Lessees at no additional charge:

• Hand-held microphones and stands, or lapel microphones
• Music stands
• Podium/lectern
• Projector and screen
• 1 sound and 1 lighting technician (basic light and sound only)
• 1 setup/strike personnel
• 1 box office attendant (if contracting to use RGT ticketing service)

Additional Information

• The Theatre opens its doors open one hour prior to every public event.
• Insurance: Lessees will be required to obtain liability insurance in the minimum of One Million Dollars ($1,000,000) for each day of the event and for each day of the Rehearsal. Auto and Workers Comp insurance also required if applicable.
• Ticketing: Rio Grande Theatre may be contracted for ticketing services at a rate of $1.15 + 2.5% per ticket sold.
• Deposit: A non-refundable deposit of 50% of the total estimated rental fee as set forth upon review of required services is due at least ten (10) business days prior to the event/rehearsal.
• Gambling is NOT allowed at the Rio Grande Theatre. This includes 50/50 raffles.

* Hours must accumulate in consecutive days
Additional Rental Rates

Additional services, personnel and equipment may be requested by Lessee or determined necessary by the Rio Grande Theatre management. The following services, personnel and equipment are available for an additional fee for each event and rehearsal date:

Additional Rates for Services

- Additional Lighting Technician: $30.00 per hour per additional technician
- Additional Sound Technician: $30.00 per hour per additional technician
- Stage Manager: $50.00 per hour per additional stage manager
- Lighting Design: $180.00 minimum ($30.00 per hour after 6 hours)
- Sound Design: $60.00 minimum ($30.00 per hour after 2 hours)

Additional Rates for Support Personnel

- Ushers: $15.00 per hour per Usher
- Spotlight Operator: $15.00 per hour
- Additional Box Office Attendant: $15.00 per hour per Box Office Attendant
- Additional Setup and Strike Personnel: $15.00 per hour per Setup and Strike Personnel

Additional Rates for Equipment

- Marley Floor: $120.00 per day
- Baby Grand Piano: $150.00 (The piano will be tuned prior to the event. If more than one tuning is required, please indicate so on the application. An additional fee of $80 will be charged for each additional tuning.)

Backline Equipment

- All backline equipment is available for an additional fee of $50 per hour.
- Fender 65” Twin Reverb amp
- Vox AC30 30-watt amp
- Yamaha Motif keyboard (88 weighted keys with good piano sounds, stand, pedal and bench)
- Gallien-Krueger 1001RB 400 watt with 410 cab
- DW US Performance Drumset: 22x18 kick, 10x7 rack tom, 12x8 rack tom, 16x14 floor tom with legs, 6.5x14 snare. All DW 5000 series hardware. Sabain HHX and AAX Cymbals. Roc-n-soc Nitro Throne.
Rental Application

RENTAL APPLICATION Please read 'Rio Grande Theatre Rental Information' before filling out Application. Return completed application and any additional information via email to: cfaivre@las-cruces.org, or mail to Rio Grande Theatre 211 N. Main St. Las Cruces, NM 88001. If you have any questions, please call 575-541-2290.

Name of Applicant/Organization ____________________________________________________

Authorized Person _________________________________________________________________

Applicant’s Address _________________________________________________________________

Applicant’s Phone _________________________________________________________________

Alternate Phone _________________________________________________________________

Applicant’s Email _________________________________________________________________

Title and Brief Description of the Event_____________________________________________________

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Date(s) requested: _________________________________________________________________

Time(s) of the event: _________________________________________________________________

Load-in date and time: _________________________________________________________________

Rehearsal date and time: _________________________________________________________________

Performance call time: _________________________________________________________________

Load-out date and time: _________________________________________________________________

Ticket price/prices: _________________________________________________________________
Select all areas you wish to be included in rental:

__Lobby                               __First floor seating area
__Stage                               __Backstage
__Upstairs green room                 __Downstairs dressing room
__Balcony seating area (available only when first floor has reached capacity)
__Other (please explain)

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__Check here if RGT is to provide online ticketing services (ticketing services at a rate of $1.15 + 2.5% per ticket sold).

Ticketing contact information/web address if not to be provided by RGT ______________________________

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Merchandise Sales (select one):

__Lessee is responsible for selling merchandise (10% of total sales to RGT)
__RGT is responsible for selling merchandise (20% of total sales to RGT)
__*Nonprofit (0% of total sales to RGT) Merchandise will not be sold

*Proof of nonprofit status must be presented before the contract may be signed.

Security:

__Check here if you require security for your event

Select all additional services or equipment that you require.

__Additional Lighting Technician __Additional Sound Technician
__Stage Manager                  __Lighting Design
__Sound Design                   __Spotlight Operator
__Marley Floor
__Baby Grand Piano

__Ushers: # requested __
__Box Office Attendant
__Additional Setup and Strike Personnel: # requested __

**Backline Equipment**
__Fender 65” Twin Reverb amp
__Vox AC30 30-watt amp
__Yamaha Motif keyboard
__Gallien-Krueger 1001RB 400 watt with 410 cab
__DW US Performance Drum set