

UNIVERSITY OF MICHIGAN - SCHOOL OF MUSIC, THEATRE & DANCE

Rate Sheet for

Lydia Mendelssohn Theatre

As of August 2019

One (1) Day:	\$750.00
Two (2) Days:	\$1,350.00
Three (3) Days:	\$1,700.00
Four (4) Days:	\$1,945.00
Five (5) Days:	\$2,190.00
Six (6) Days:	\$2,435.00
Seven (7) Days:	\$2,680.00

Eighth (8) Consecutive Day Only - 50% of one-day rate - (If rental goes beyond eight (8) days, rates follow above schedule without exception)

Events involving paid professional artists must be handled by an official University presenter. Additional costs and fees may apply.

To initiate a reservation -

Renter must provide a non-refundable \$100.00 deposit per day of rental, and return a signed confirmation letter, provided by the University Productions Scheduling Office.

60 days prior to the event -

Renters must disburse the entire base rent to the University Productions Scheduling Office.

[For Non U-M Organizations only]

2 weeks prior to the event -

The signed contract must be returned to the University Productions Scheduling Office.

Failure to meet any of these requirements can result in forfeiture of the date.

CANCELLATION POLICY FOR RESERVATIONS & CONTRACTED EVENTS

- Day of the Event: 100% of the rental fee will be charged.
- Less than 72 hours notice: For a Load-in day or lecture, a 30% cancellation fee of the day rate will be charged. For a Performance day, a 50% cancellation fee of the day rate will be charged.
- Less than 15 days notice: a \$200.00 cancellation fee.
- Less than 60 days notice: a \$150.00 cancellation fee.
- Earlier cancellations: A full refund of deposited funds, minus the non-refundable deposit.

BASE RENT INCLUDES:

- Access to the theatre from 9am to 1am
- One house technician for 1 shift (8 hours)
- One house manager for 1 performance per day
- HVAC, custodial, open & close of theatre
- Use of dressing rooms (with showers)
- Use of box office and green room during rental period
- Sound system (as outlined in the Technical Specifications)
- Lighting system (as outlined in the Technical Specifications)
- 26 Music stands and chairs
- Use of upright piano (located in the green room)

ADDITIONAL CHARGES TO BASE RENT INCLUDE:

- Overtime hours for building - Before 9am - \$175.00/hour, After 1am - \$225.00/hour
- 2nd shift house technician - \$27.50/hour - charged in 4 hour blocks
- Additional house tech (as needed) - \$27.50/hour - charged in 4 hour blocks
- Additional lobby staff for performances as needed - \$27.50/hour - charged in 4 hour blocks
- Piano moving and/or tuning - as per arrangements by renter
- Changes to Access times less than 24 hours in advance will be subject to double-time rates for affected personnel