



## 2023 RENTAL RATES

### BASE RENTAL FEE

(Per day)	Simsbury Resident	Non-Profit 501 (c) 3	Corporate / Commercial
Weekday (Monday – Thursday)	\$1,100	\$1,650	\$1,925
Weekend (Friday – Sunday)	\$1,650	\$1,925	\$2,200

### DEPOSIT

To secure your date, Simsbury Meadows Performing Arts Center (SMPAC) requires a **non-refundable** deposit (full amount of the base rental fee) to be paid at the time of license agreement execution.

### INSURANCE

The presenter/renter is required to obtain liability insurance as provided in the license agreement. A certificate of insurance is due at time of Public Gathering Permit Application submission, and no later than thirty-five (35) business days prior to your event. If we do not receive a certificate of insurance, your date will be cancelled and you will forfeit your deposit.

### FACILITY RESTORATION FEE (*ticketed events*)

For general maintenance and improvements to the venue and grounds, a 10% per ticket facility restoration fee (not to exceed \$4.00) will be assessed at time of settlement. Rental clients are required to provide SMPAC with comprehensive sales records immediately following the conclusion of the event.

For Example:

\$5.00 = \$0.50 restoration fee	\$20.00 = \$2.00 restoration fee
\$10.00 = \$1.00 restoration fee	\$30.00 = \$3.00 restoration fee
\$15.00 = \$1.50 restoration fee	\$40.00 = \$4.00 restoration fee

\$45.00 or more = \$4.00 restoration fee

### FACILITY RESTORATION FEE (*non-ticketed events*)

For general maintenance and improvements to the venue and grounds, a \$1.00 per attendee facility restoration fee will be assessed at time of settlement. Rental clients are required to provide SMPAC with comprehensive attendance records immediately following the conclusion of the event.

### FOOD & BEVERAGE CONCESSIONS / MERCHANDISE SALES

Vendors wishing to conduct sales at the venue must possess a valid State of CT Sales and Use Tax Permit. Unless otherwise agreed in writing, Simsbury Meadows Performing Arts Center shall receive 20% commission on any and all food and beverage and/or merchandise sales conducted on venue property. Please note that vendors are **NOT PERMITTED to sell alcohol** of any kind. Those wishing to serve/sell food must adhere to all Farmington Valley Health

District guidelines and ensure that necessary food permit applications have been completed and submitted to SMPAC no later than twenty (20) business days prior to the event.

## **STANDARD EVENT EXPENSES**

Ranges have been provided for those variable expenses which are dependent on attendance figures.

### **Facility Services and Equipment**

**Fencing, Gates, Directional Signage:** included  
**8' banquet tables (20):** included  
**White folding chairs (1300):** included  
**Additional tables - 8' banquets or 5' rounds:** \$10.00 ea  
**Additional white folding chairs:** \$2.50 ea  
**Tents (varying sizes):** subject to reimbursement at cost

**Portable Restrooms:** \$600 - \$10,000  
**Trailers (4 units w/ restrooms):** \$2,100 - \$4,000 / wk  
*\* 1 week minimum rental*  
**Site Cleaning (post event):** \$500 - \$2,000 / event  
**Field Electrics / Stage Lighting:** \$500 - \$3,000 / day  
**Off-Site Parking Shuttles:** \$65 / hr. / shuttle

### **Event Staffing**

**SMPAC Event Staff:** \$20.00 / hr.

### **Public Safety**

**USA Security Coordinator:** \$32.50 / hr.  
**USA Security Supervisor:** \$26.50 / hr.  
**USA Security Guard:** \$25.00 / hr.  
**USA Security Event Staff:** \$21.50

**Simsbury Police Department:** \$85 / hr. / officer  
\$10 / hr. / car  
*\*\*4 hr. minimum time block*

**Simsbury Fire Marshal:** \$75 / hr.  
**Simsbury Fire Incident Commander:** \$45 / hr.  
**Simsbury Fire Officer:** \$40 / hr.  
**Simsbury Firefighter:** \$35 / hr.

**Ambulance:** \$200 / hr.

### **Music Licensing Fees**

**Paid Events:** 0.55% on gross ticket sales  
**Free Events:** \$220.00

## **ADDITIONAL EXPENSES**

Should your event include an on-stage performance element, the following may be required: production (rigging, sound, lights, backline), stagehand labor, artist fees, artist travel, catering/hospitality, etc. Rental clients are encouraged to review all artist riders and production requirements in advance and have these materials available to share at your preliminary meeting with a SMPAC representative.

To ensure that you have ample opportunity to assess financial impact, a comprehensive estimate of expenses will be provided and must be reviewed and agreed to prior to date confirmation and license agreement execution.