

“TULARE COMMUNITY AUDITORIUM”

Profit/Commercial

Non-Profits

Rental

\$800.00*

\$600.00*

1-day Reservation

Prior day(s) practice/rehearsal fee is 60% of the daily cost

Includes use of stage, East side dressing rooms (additional dressing rooms located on the West side are available if needed for \$100 fee), lobby, auditorium restrooms, basic/simple stage and house lights, PA system w/one microphone and stand, utilities (lights, heating/cooling) general cleaning, Stage/House Manager.

*Non Profit groups must show proof of **501c(3)** or **govt.** status.

***Insurance Liability** requirement for all groups is one million dollars. (Copy of policy required)

SECURITY is mandatory for all Tulare Community Auditorium events and will be scheduled and billed to the renting party at the rate of **\$42.00** per hour per guard with a 2-hour minimum. **Two** security guards required for all events up to 300 in attendance. (301-550 = 3 guards, 551-800 = 4 guards, 801-1000+ = 5 guards)

ADDITIONAL SERVICES HAVE LIMITED AVAILABILITY AND REQUIRE PRIOR APPROVAL

Please check requested items and services:

- ☐ Custodial: \$61.85 per hour (4 hour minimum)
- ☐ Lighting Technician: \$63.66 per hour (Includes use of all lights except 'spots')
- ☐ Sound technician: \$63.66 per hour
- ☐ Stagehand(s) \$63.66 per hour each
- ☐ Spotlight: \$15.00 per hour, per light (2) available
- ☐ Ushers ea. \$15.00 per hour (group can supply if cleared with House Mgr.)
- ☐ Video screen: \$35.00
- ☐ Piano: \$40.00
- ☐ Back Shell: \$12.00 ea. (per section) \$45.00 for complete choir set-up, inc. risers and (1) rehearsal; Full stage Shell/Riser set-up: \$150.00. (Includes (1) rehearsal)
- ☐ Risers: \$10.00 ea. (per section/height)
- ☐ Fly-bar use: \$35.00, full (1) bar
- ☐ Cyclorama w/special Light effects: \$30.00
- ☐ 2- Monitors-Stage: \$30.00
- ☐ Microphone & Stand: \$15.00 ea. Quantity: _____
- ☐ CD Player: \$20.00
- ☐ Cassette Player: \$20.00

RULES and REGULATIONS

*The sale or consumption of alcoholic beverages or tobacco products in the Auditorium or on the Tulare Union High School campus is **Prohibited By Law!**

*The sale or consumption of FOOD or DRINK in the Auditorium, Lobby, Stage, or Dressing rooms is PROHIBITED.

*The seating capacity of **1362** (960 theatre, 402 Balcony), exclusion of performers, employees, and supervisory personnel, shall **NOT BE EXCEEDED**.

*The balcony will not be available for use unless attendance is more than 600. If the balcony is used, appropriate supervision by renting party must be in place, and approved by Facilities Director.

*If videotaping, sound recording, or photography is used, please clear with House Manager. The House Manager will decide on **how many** and **where** the people will be placed in the auditorium during the performance.

*All equipment, electronic boards, rigging, curtains, PA system, stage materials and devices, projector room lights, etc., shall be operated and supplied by Tulare Community Auditorium personnel ONLY. The assistance of the House Manager or Stage Manager of the auditorium is required.

*Absolutely NO nails, tacks, screws, or cut holes shall be driven into the auditorium STAGE FLOOR.

***No** 'duct' tape, heavy scotch or packaging tape allowed on carpet, walls, doors or seats.

***No** use of FIRE, FIREARMS, LIQUIDS, EXPLOSIVES, or other unusual stage materials, equipment or properties except with the specific consent/clearance by Facilities Director.

***No** pins, staples, nails on curtains.

*All dressing rooms, prop rooms, stage and off-stage areas **MUST** be cleared after the performance or by 9:00 a.m. the following morning of the final performance, unless specific agreement to the contrary by Facilities Director.

*Light system, sound system and rigging system will be operated by auditorium personnel **ONLY**.

*The House Manager, or Stage Manager will have the specific responsibility of the supervision and care of the auditorium, and will make all final decisions as to what **WILL**, or what will **NOT** be permitted in the auditorium.

*Sales of merchandise in lobby will be granted only by House manager's approval. **20%** of the total receipts will be charged by the Auditorium committee for all sales rendered.

Tulare Community Auditorium

Application for Use/Rent

**Name of
Group/Organization:**_____

Theme, Type of Show/Performance: (please describe)

Estimated Attendance:_____

Performance/Show Date(s)_____

Performance/Show Time(s)_____

Rehearsal Date(s)_____

Rehearsal Time(s)_____

**Group
Address:**_____ **Zip:**_____

Phone:_____ **Cell #:**_____

E-mail:_____ **Fax:**_____

Person in Charge:_____

Address:_____ **Zip:**_____

Phone #:_____ **Cell #:**_____

Email:_____

Contact Person:_____

Phone:_____ **Email:**_____

Please provide/show a simple diagram of stage set-up.

Back Stage Wall



Front of Stage

Pit Area

Audience Seating

☐ Heating

☐ Cooling

☐ Chairs

How many? _____

☐ Audio/Sound

☐ House Mike

☐ Music Stands

How many? _____

☐ Podium (Speaker)

☐ Podium (Conductor)

☐ Custodial

☐ Restrooms

☐ Dressing Rooms/East Side

☐ West Side, Extra Fee **(\$100)**

☐ Balcony

APPLICANT/RENTER AGREES:

(A) It is agreed that any Person(s) or Organization, Group, Company, Club or Professional agency **MUST** furnish a proof of insurance in the form of a “**Certificate of Insurance**” in an amount not less than **\$1,000,000 (one million dollars)** which names the Tulare Community Auditorium, Tulare Joint Union High School District, Tulare Union High School, “**AS ADDITIONAL INSURED**”. **Before Approval for use of any facility can be issued.** (Please include one copy of certificate to accompany contract.)

(B) To indemnify and save harmless the **Tulare Community Auditorium, Tulare Union High School, Tulare Joint Union High School District** and the Directors, Officers, Agents, and Employees of each. Against and from any loss, damage or liability by reason of injury to or death of any person(s) or damage to any property arising out of the use of and occupancy of the premises by Applicant/Renter or of any conduct of Applicant/Renter upon or about the premises and to furnish and such policies of insurance against liability for any loss or damage in such sums as shall be required by the Tulare Joint Union High School District.

(C) To make a deposit payment of a ONE DAY FEE of \$ _____
(based on daily rental chart by Profit or Non-Profit status) by cash, check or money order payable to **Tulare Joint Union High School District**, no later than two (2) weeks before use of the Auditorium by Applicant.

(D) Faithfully to comply with the **Rules and Regulations and Rental Rates** of the Tulare Community Auditorium, which are attached to the **Contract** and which are hereby incorporated into this Contract. In the event of any violation of such Rules and Regulations on the part of the Applicant/Renter, any further right to make use of Auditorium by Applicant pursuant to this Contract may at the option of the House Manager of the Tulare Community Auditorium forthwith be terminated.

(E) Applicant shall not cause or permit any damage to the Auditorium, or it's furniture, furnishings or equipment and agrees promptly to compensate said Tulare Joint Union High School District for any damage which shall occur during the Applicants use and occupancy of the premises.

(F) Applicant is aware that rental rates for the use of the Auditorium are subject to change at any time. Applicant will be notified at least (30) days prior to first rehearsal or performance date of any changes and will at that time have an option to terminate the Contract.

(G) If Applicant wishes to terminate this Contract without penalty, Applicant must notify the Auditorium House Manager, or District office at least (7) days prior to first rehearsal or performance date. If Applicant fails to notify the Auditorium, House Manager, or District office, a basic rate will be charged to the Applicant.

(H) Applicant and the Person signing this Application as Officer, Agent or Applicant shall be jointly and directly liable for any claims which may arise in favor of said Tulare Joint Union

High School District and against the Applicant(s) under the terms of this application and permit for Auditorium rental/use.

**The Auditorium is a Tobacco Free Environment, therefore all
TOBACCO PRODUCTS and INTOXICANTS MUST BE
EXCLUDED from all school premises.**

Date: ____/____/____

Applicant: _____

By _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ E-mail: _____

Cell Phone Number: _____

The above named Applicant is herewith granted permission to make use of the Tulare Community Auditorium in accordance with the terms and conditions above set forth.

Tulare Community Auditorium

By: _____

Title: _____

Date: _____

District Office

By _____

Title: _____

Date: _____

In the event that the use of the Auditorium on the requested date(s) are no longer needed, please contact the District Office at (559) 688-2021 to cancel in advance to avoid billing charges.