



Hourly Charge Rate Sheet

Upon approval of your usage application

What Kind of Organization Type Am I?

Check the description that best fits your group.

- Muhlenberg County Schools** – MCS groups use Felix E. Martin Jr. Hall free of charge however it is still necessary for such groups to complete the application process so that the Martin Hall staff can better serve you.
- Youth on Stage** – Any rental group conducting a performing arts event with the majority of their participants being in grades K-12.
- Regular** – Any rental group conducting a performing arts event with the majority of their participants NOT being in grades K-12.
- Business** – Any rental group conducting a NON performing arts event such as a business meeting, speaking engagement, or church function.

Now that you know your organization’s category, you will be able to estimate your Hourly Charge.

Why Are There Three Different Hourly Charges For My Organization Type?

As part of our mission, the Felix E. Martin Jr. Hall must remain fiscally sound which means that staffing, lighting, sound, video, heating, air conditioning all must be budgeted. Renting the facility helps us keep these costs in line.

Determine what cost tier applies to your activities for any given hour in the building:

- **Set Up/Tear Down/Rehearsal** – This tier is for the time that you need our space in order to check dance spacing, run scenes or load in or load out supplies for your event at the Felix E. Martin Jr. Hall. No sound system, and only the work lights are in use.
- **Tech Rehearsal** – This tier is for the time you need a Technical Rehearsal or a Sound Check, basically whenever the Sound or Stage Lighting Systems are in use but there is no audience present.
- **Performance** – This tier is for the time you need for performance. When your audience arrives, the Felix E. Martin Jr. Hall requires additional staffing to man the Lobby & Theatre.

So, When Does The Clock Start Ticking?

Hourly charges are based upon the time the doors are unlocked to begin and relocked following your event or from the moment the sound and light boards are turned on or off. For example, Performance Charges begin when the Lobby doors open to let your audience into the building (estimate one hour prior to your event) and end once your audience has completely exited the theatre (estimate a half hour following your event). Your rate then drops back to the lowest tier until all event participants and audience members have vacated the building.

So, What Are The Rates?

	<u>Youth On Stage</u>	<u>Regular</u>	<u>Business</u>
<i>Set Up/Tear Down/Rehearsal</i>	\$25/hr	\$50/hr	\$100/hr
<i>Tech Rehearsal (Sound &/or Light System)</i>	\$55/hr	\$100/hr	\$150/hr
<i>Performance (Lobby Opens)</i>	\$80/hr	\$175/hr	\$200/hr