

# COMPLETE & COMPREHENSIVE LIST OF RATES 2020-2021



## TAOS COMMUNITY AUDITORIUM RENTAL INFORMATION

Seating Capacity: 275

### PERFORMANCES

Commercial Rate: \$950 Nonprofit Rate: \$725

Two Performance per day rate:

Commercial - \$1500, Nonprofit - \$1,000

· Use of the full stage, dressing rooms and available set pieces and costumes.

· Renter is responsible for hiring qualified TCA approved technicians.

· Renter is responsible for hiring stage crew.

### REHEARSALS

Commercial per hour rate: \$60

Nonprofit per hour rate: \$45

### PRESENTATION/FILM/WORKSHOP

Commercial Rate: \$525 Nonprofit Rate: \$375

· Use of podium, PA and full screen.

· Renter is responsible for hiring qualified TCA approved technicians for sound and lighting design.

· Renter is responsible for hiring stage crew.

· Total rental time will not exceed 5 hours.

### FILM FESTIVALS

Commercial Rate: \$675 Nonprofit Rate: \$550

· Use of podium, PA, and full screen.

· Renter is responsible for hiring qualified TCA approved projectionist for festival screening needs.

### ADDITIONAL FEES

· Dance Floor - laying, taping and strike \$200.

· Orchestra Shell - set up and breakdown \$100.

· Piano - cost of tuning is the responsibility of the renter.

· Other fees may apply as needed.

### TICKET SERVICE

Administrative Fee: \$1.00 per ticket sold.

Credit Card Processing Fee: 3% of credit card sales.

Ticket Service Includes:

- Pre-sales online and during TCA Box Office hours, and 45 minutes before every show.

- Box office report

- Box office attendants and ushers

### INSURANCE

A commercial general liability insurance policy is required to rent the Taos Community Auditorium. The policy must have combined limits of liability for bodily injury or property damage as follows:

· \$1,000,000 Per Occurrence

· \$1,000,000 Policy Aggregate

· \$1,000,000 Products Liability/Completed Operations

· \$1,000,000 Personal and Advertising Injury

· \$ 50,000 Fire-Legal

· \$ 5,000 Medical Payments

### BOOKING INFORMATION

· A 50% deposit, equal to the rental cost, payable at the signing of the License Agreement, will guarantee booking.

· Full deposit refunded with 60 days written notice.

· Deposit refund of 50% with 30-60 days' notice.

· No refund for cancellations at less than 30 days' notice.

· TCA reserves the right to book other events in proximity to renter's event.

· NONPROFIT rates apply to registered 501 © 3, New Mexico Corporations with annual budgets under \$500,000.

### GENERAL INFORMATION

· Renters will provide TCA with promotional for review prior to publication.

· TCA will post promotional material for the event on its website and social media, and its weekly e-news. Listing on the TCA's marquee is subject to availability.

· TCA has on-site House Manager during events to supervise the front of house and volunteers for box office, ushers and concession.

If you are interested in booking the Taos Community Auditorium, please email [chelsea@tcataos.org](mailto:chelsea@tcataos.org)

## **STABLES GALLERY**

Day/Night Rental: \$25/hour  
Full Day Rental: \$100  
Week/7 days: \$675  
Monthly/4 weeks: \$2,200  
Cleaning/Security Deposit: \$100 - refundable

Facilities: There are two main rooms in the Stables Building. The Stables Gallery is 1205 square feet and the Carriage House 576 square feet. There is a small kitchen and bathroom.

Use: An individual or group may rent the Stables Building on an hourly, weekly or monthly basis for uses such as art exhibitions, performance space, receptions, workshops, classes, meetings, weddings, parties, etc. Renter provides staff, security, clean-up, etc.

Promotion: TCA will post promotional material (press releases, photos, etc.) for the event on its website, social media, and its weekly e-news. Listing on the TCA's marquee is subject to availability.

Alcohol: Alcohol is not permitted in the Stables Gallery unless a Special Dispenser Permit is acquired through the State of NM.

To book the Stables Gallery, please email [gina@tcataos.org](mailto:gina@tcataos.org)

## **ENCORE GALLERY**

The Encore Gallery is available for smaller audience lectures, workshops and receptions at an hourly rate of \$60 per hour. If interested in booking the Encore Gallery for your event, please email [info@tcataos.org](mailto:info@tcataos.org)