

**RENTALS AT
THE CULTCH**





YORK THEATRE

The York Theatre runs primarily as a rental venue, accessible to artists and community groups year round. Not only does the building have a huge historical significance to this city, but it is also purpose-built for the performing arts featuring 350 seats, a new glass lobby, 1940s art deco finish, a proscenium stage, fly tower, orchestra pit, and excellent acoustics and sightlines. This space is ideal for musicals, operas and large bands. The York also works as a great space for movie screenings and for stand up comedy.

Standard Capacity	350 Seats
Stage Dimensions	18' x 30'
Lighting Console	ETC Ion XE
Grid Height Fly Tower	
typical height	16ft
max height	32ft
Audio Console	Digico SD9



HISTORIC THEATRE

The heart of The Cultch, our original 196 seat theatre has been home to hundreds of local and international dance, music, and theatre performances over the past four decades. The Historic Theatre is a proscenium stage with a raked audience chamber and balcony. This space is ideal for dance and theatre performances, solo talks and acts. The Historic has a white cyc hung against the upstage wall with a black drape immediate downstage on a track.

Standard Capacity	196 Seats
Stage Dimensions	24' x 36'
Lighting Console	ETC Ion XE
Grid Height	19' 6"
Audio Console	Digico S21



VANCITY CULTURE LAB

The Vancity Culture Lab is a cinderblock construction with the latest in acoustical properties and has been referred to as the best “blackout” room in the city. At 72 seats it’s the ideal size for small events and productions from emerging artists. The room is draped with black velour that is all on tracks, allowing for any easy change to the backdrop of your production, and it comes equipped with a screen and projector.

Standard Capacity	72 Seats
Stage Dimensions	15' x 30'
Lighting Console	ETC ION
Grid Height	16' 4"
Audio Console	Yamaha TF1



FOUNDERS' LOUNGE

Our intimate and inviting Founders' Lounge located at The Cultch often holds our Director's Circle, receptions and other VIP events. It is also the perfect venue for your pre-show reception or get-together, intimate party, wine & food tasting, or book launch and reading. With its rich, warm décor and eclectic artwork, it's a wonderful addition to the performance spaces at The Cultch.

CAPACITY OPTIONS:

10 to 15	Restaurant-style seating
25 to 30	Meeting setup
40 to 50	Stand-up reception

*Please note that the Founders Lounge is an open space located beside the entrance to our Historic Theatre.



THE GALLERY

The Cultch is well known for its alternative theatre, community participation, progressive youth program, and its support for local Vancouver artists. The Cultch Gallery is a community focused space committed to displaying the work of 20-30 local artists every year. The Gallery's mission is to contribute to the enrichment of Vancouver's social and cultural life. With its warm and captivating ambiance, it is a perfect space for private events, company meetings, business functions and receptions.

CAPACITY OPTIONS:

30 to 40	Restaurant-style seating
40 to 60	Company meetings
50 to 70	Stand-up reception



GREENHOUSE REHEARSAL ROOM

The Cultch's newly renovated rehearsal room in the Greenhouse is our newest space. The Greenhouse Rehearsal Room is a perfect place for music, theatre and dance rehearsals, as well as for developing a group's artistic and creative works.

For more information, please contact rentals@thecultch.com or 604.251.1766 x103



RENTAL RATES AND COSTS

The cost of rental is that of the rental rate + labour + any additional costs (see below) x GST. There isn't a 'one price fits all' for rentals, as we tailor labour costs to each rental event based specifically on their needs.

Included in the Rental Rate: use of our standard sound and lighting equipment, rentals administration support, access to the theatre, dressing rooms, greenrooms, and lobby.

Throughout this document you will see suggestions to help you put together an estimate. Please note that these are generic guidelines intended to give you the tools to build a basic budget. Final staffing numbers and hours are at the discretion of Cultch staff. Please contact us should you have any questions with regards to this!

RENTAL RATES (NON-PROFIT):

	York Theatre	Historic Theatre	Culture Lab
Daily (Sunday to Thursday):	\$1,500	\$850	\$300
Daily (Friday & Saturday):	\$1,850	\$1,050	\$525
Weekly (7 days):	\$6,400	\$4,500	\$1,700

RENTAL RATES (CORPORATE):

	York Theatre	Historic Theatre	Culture Lab
Daily (Sunday to Thursday):	\$1,850	\$1,050	\$525
Daily (Friday & Saturday):	\$2,300	\$1,400	\$650
Weekly (7 days):	\$8,600	\$6,400	\$2,000

LABOUR COSTS

Our excellent staff will help you make your event a success! Labour is typically comprised of Technician(s), a Front of House Supervisor, Box Office Attendants, and Bartender(s). The Cultch is proud to be an IATSE union house, meaning we do require you to use our staff.

TECHNICIAN(S)

Our technicians will operate our standard sound and lighting equipment for your event. They will open the theatre and turn on the equipment at the start of the day, will be in the venue with you at all times, and will reset the theatre at the end of the night.

RATES:

\$41/hour standard rate. \$61.50/hour overtime & meal penalty rate.

CONDITIONS:

Must receive an unpaid break of 1 hour or a paid break of 30 minutes after 4 hours worked to avoid meal penalty rates. Can work a 5 hour period once per day. Overtime after 8 hours worked. Double overtime after 11 hours worked.

NUMBER OF STAFF:

York Theatre

3 technicians

Historic Theatre

2 technicians

Culture Lab

1-2 technicians

FRONT OF HOUSE (FOH) STAFF

Our Front of House (FOH) staff will be your point person for all activity outside of the theatre. They are responsible for opening the lobby, customer service, directing your audience and working with the box office, technicians, and bar to ensure your event runs smoothly and on time. They are the last one out at the end of the night and responsible for locking up the building.

RATES:

\$34/hour standard rate. \$51/hour overtime rate.

CONDITIONS:

Must receive a 30 minute break after 5 hours worked. Overtime rate after 8 hours worked.

NUMBER OF STAFF:

York Theatre, Historic Theatre, Culture Lab: 1 FOH Supervisor

ESTIMATED HOURS:

The duration of your performance plus 2 hours prior to your show start and 1.5 hours after your show ends.

BOX OFFICE ATTENDANTS

Our Box Office Attendants take care of your box office sales prior and on the night of your event. The labour cost of attendants is only charged to you for their work on the night of your event.

RATES:

\$34/hour standard rate. \$51/hour overtime rate.

CONDITIONS:

Overtime rate after 8 hours worked.

NUMBER OF STAFF:

York Theatre

2 box office attendants

Historic Theatre

1-2 box office attendants

Culture Lab

1 box office attendant

ESTIMATED HOURS:

2.5 hours before your show start + the length you would like them open after your event starts + 30 minutes to close.

BARTENDERS

Should you request that the bar be open for your event a sales minimum is required to operate the bar free of charge. Should the sales minimum not be met the cost of bartender labour will be charged to your final settlement.

Bar Sales Minimum (to waive \$300 in bar sales [2 bartenders x 4 hour call]; \$200 in bar sales [1 bartender x 4 hour call]).

RATES:

\$34/hour standard rate. \$51/hour overtime rate.

CONDITIONS:

Overtime rate after 8 hours worked.

NUMBER OF STAFF:

York Theatre

2 bartenders

Historic Theatre

1-2 bartenders

Culture Lab

1 bartender

ESTIMATED HOURS:

30 minutes of set-up prior to bar open, plus number of hours open and 1 hour to close.

BOX OFFICE

As a renter, your tickets are sold through The Cultch box office by our friendly box office staff, who sell tickets online, in person, and over the phone. We can set up your ticket sales to suit your specific needs - to see a list of box office options for each theatre please see the attached Box Office pages.

SET UP FEE: \$75

*Additional charges may apply for more complex set-ups.

PER-TICKET SERVICE CHARGE:

York & Historic Theatre

\$5 + GST per ticket

Culture Lab

\$3.50 + GST per ticket

COMMISSIONS:

Credit Card Commission

3% of ticket sales

Debit Card Commission

1% of ticket sales

ARTIST COMP. TICKETS:

As a renter you receive a set amount of complimentary tickets for each performance free of the per-ticket service charge. York Theatre & Historic theatre: 30 comps; Culture Lab: 10 comps.

ADDITIONAL RENTAL FEES

SOCAN & RE:SOUND ROYALTIES

Should SOCAN or Re:Sound fees apply to your event, The Cultch will remit the royalties for you. This will be reflected on your final settlement. SOCAN fees are calculated as the greater of 3% of ticket sales or \$35 for popular music, 1.6% of ticket sales of classical music. Flat rate for Comedy and Magic.

INSURANCE

As a renter you are required to obtain your own liability insurance and present The Cultch with a copy of the insurance certificate.

Insurance should include the venue address, name The Cultch as additional insured, and cover limits not less than \$2,000,000 per occurrence.

MERCHANDISE

There is a 10% commission for all merchandise sold in The Cultch or York lobby. The Cultch can provide tables and linens if requested. Sales staff and cash float are the responsibility of the renter.

EQUIPMENT RENTAL

Looking for something extra? See the attached page for a list of additional equipment we have available for rental.

BOOKING THE THEATRE

You've read through the rental rates & costs, have chatted with our rentals team, seen the venue, and would like to book the theatre? Fantastic! Here's how you move forward.

Placing a hold is the first step to renting the theatre. Placing a hold in the theatre confirms your interest in the date(s), and gives you first right of refusal should someone else express interest. If, once your hold is confirmed, you're not ready to go to contract straight away then we may ask you to put down a hold deposit of \$150/day or \$500/week.

GOING TO CONTRACT

The next step in the rentals process is going to contract. The contract confirms that you are moving forward with your rental date(s).

DEPOSIT NEEDED (Rental Deposit):

Single day bookings

Full Rental rate.

Multi day bookings

50% of the total rental rate.

PRODUCTION MEETING

Once your rental is contracted we will set up a meeting with representatives from our Production, Technical, Front of House, and Box Office teams, in order to go over your event in detail. From there we can draw up a proposed production schedule and labour estimate.

WHEN DOES THIS HAPPEN:

Typically 2 months prior to your event.

BOX OFFICE SALES

Once we've got your contract and rental deposit sorted we can begin collecting your box office information to get your tickets up for sale in our box office.

Please keep in mind that we will need a minimum of 7 business days to build your event once we receive your complete box office details. We are unable to begin setting up your tickets until we receive complete information from you. Any changes made after this date may be subject to an additional set-up fee.

DOCUMENTS NEEDED:

You will need to email us a description of your event and image of our website. All landscape feature images on our website are (w)1200px x (h)900px. Therefore the image provided must be at least 1200px wide

When you have your complete tech and show information we will set up a time for our Technical and FOH departments to touch base with you and talk through your event details. After this meeting we will be able to provide you with an accurate schedule and estimate.

WHEN DOES THIS HAPPEN:

Typically 2 months prior to your event.

FINAL SETTLEMENT

Once your event is finished we will send you a final settlement reflecting all of your rental charges and credits, including a breakdown of all ticket sales and labour hours worked. If your ticket sale revenue exceeds your charges owing, then The Cultch will write you a cheque for the remaining balance. If your rental charges exceed your ticket sale revenue we can take payment by either credit card or cheque.

WHEN DOES THIS HAPPEN:

A maximum of 4 weeks from your last rental date.

FAQS

HOW FAR IN ADVANCE DO I NEED TO BOOK?

For a 1-3 day booking we recommend contacting us at least 3 months prior to your event. For anything longer we recommend contacting us at least 6 months prior to you event.

IS THE VENUE WHEELCHAIR ACCESSIBLE?

All areas of the Historic Theatre and Culture Lab are wheelchair accessible. The York Theatre is wheelchair accessible for patrons. Up-to-date accessibility information can be found on the Cultch website.

IS THERE A PIANO AVAILABLE?

The Historic Theatre and Culture Lab have a piano available for rental, please see the Rental Equipment page for details. The York Theatre does not have a piano in-house, but we can accommodate your rented piano.

CAN I HAVE A RECEPTION?

You are welcome to have a pre or post-show reception in the lobby. Please note that the lobby at The Cultch is shared between the Historic Theatre and the Culture Lab. Our small supply of tables and linens are available for you to use, and all three theatres have small green rooms for set-up. Our bar can be open for any hours you require and our friendly staff will be happy to serve your guests from our stock of wine, beer, spirits, and non-alcoholic beverages.

WILL THE BAR BE OPEN DURING MY EVENT?

The bar can be opened for your event. The hourly cost \$30/hour per bartender will apply and be added to your final settlement. When a minimum amount of sales are earned the hourly fee for the bartender is waived.

WHAT IF I HAVE TO CANCEL MY EVENT?

The full amount of the rental rate is non-refundable for any contracted show cancelled less than 90 days prior to the event. An administrative fee of \$50 will be charged for any contracted show cancelled more than 180 days prior to the event. All hold deposits are non-refundable.

CAN I SELL TICKETS THROUGH THE CULTCH BOX OFFICE?

Yes, we sell tickets for all rental events through our box office system, which allows us to offer great customer service support, both in advance of your event and on the day. We also list your show on the Cultch website and can provide marketing support (subject to capacity).

WILL MY EVENT RECEIVE MARKETING SUPPORT?

Yes, the theatre rental rate includes a small amount of marketing support. All rental events ticketed via the Cultch box office are listed on our website and your event will be included in our electronic newsletter. We can also provide some social media support, subject to capacity.

HOW MANY TECHNICIANS WILL I NEED?

That all depends on the scope of your show! After your event is contracted we will have a production meeting with you to determine how many technicians are needed for your show. See page 9 for a rough guide. As we are an IATSE union house we do require you to use our technicians.





EQUIPMENT RENTAL RATES

*Please note that all equipment rental is subject to availability.

ITEM	VENUE	BRAND	1 DAY	3 DAYS	WEEKLY
Projectors	York	Christie Roadstar HD (10K-M 1080 HD DLP)	\$150	\$375	\$450
	Historic	Christie DWU 550-G DLP 5600K (1920x1200 / 1.5-2.9 lens)	\$100	\$250	\$300
	Culture Lab	Christie LWU502 3LCD WUXGA, 5000lm, 1.4-2.3:1 lens with HDBaseT	\$0	\$0	\$0
Pianos	York	n/a			
	Historic	9' Baldwin Grand Piano (tuning approx. \$180 + tx)	\$150	\$375	\$450
	Culture Lab	Kawai Studio Upright (tuning approx. \$180 + tx)	\$50	\$125	\$150
Dance Floors	York	n/a			
	Historic	Roscoe - grey/black (PLUS tape usage fee 50/covering)	\$75	\$225	\$225
	Culture Lab	Roscoe - black/white (PLUS tape usage fee \$50/covering)	\$75	\$225	\$225
Hazer	ALL	LeMaitre Radiance	\$30	\$75	\$90
Fogger	ALL	Martin Magnum 1500	\$20	\$50	\$60