

HARLEM STAGE GATEHOUSE

LEASING RATES

The Harlem Stage Gatehouse is a completely configurable historic venue offering each client 2,990 sq. ft. of open space, state-of-the-art lighting and sound technology and retractable stadium seating. Other amenities include: an elegant terrace for receptions, use of upper and lower lobbies, three (3) dressing rooms, coat check and full box office services.

Charges and Payments – A deposit of \$1000 is due to secure your requested event date (based upon availability). This deposit is refundable for up to 30 days prior to your event date. The balance of the total invoiced amount is due no later than five (5) business days prior to the scheduled load-in. Any additional charges incurred during the event shall be paid no later than ten (10) business days after the event. Charges are based on the following rates, which are subject to change at the discretion of Harlem Stage.

Non-Commercial Space Leasing Rate

Gatehouse Rental (Flat day rate)	\$3,500
Gatehouse Rental for 5 days or more (Flat day rate)	\$2,500

Leasing projects that take place on official holidays will incur an additional 20% holiday premium.

Commercial Space Leasing Rate

Basic flat rate	\$5,000
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All Leasing Clients Are Required to Present a Certificate of Insurance.

Labor

Stage Technicians (Union Crew/ 4 hour minimum)	\$39/hour (\$58.50/hour OT rate and Sundays)
Stage Technicians (For commercial productions)	\$47/hour (\$66.50/hour OT rate and Sundays)
Ushers (Non-Union Crew)	\$17/hour
Box Office Treasurers	(1) Treasurer x \$25/hour
Custodial Porter (Required for each leased event)	\$200/ Flat rate
Bartender (optional)	\$25/hour
Security (optional)	\$25/hour

All Crew Member Totals are subject to a 21% Labor Payroll fee.

Technical & Stage Services

Standard Audio System	Included
Augmented Audio System	To Be Negotiated
Video Projection:	
Use of NEC projector	\$350 plus the additional labor cost
Use of Titan projector	\$500 plus the additional labor cost
Use of Christie projector (Rear projection package)	\$750 plus the additional labor cost
Piano	\$150/performance plus tuning
Piano Tuning (required)	\$150/tuning

Box Office Services

Ticket Stock/ Printing	\$150/order
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Other Rentals

Decorative Balloon Terrace Lamps	\$200/each
6 ft Tables (4 total in house)	\$10/each
Chairs (up to 70)	\$2/each
Risers (4' x 8')	\$75/each riser
Follow Spotlight	\$100 plus the additional labor cost

Rates and policies may be adjusted at the discretion of Harlem Stage management.