



BROOMFIELD AUDITORIUM - RENTAL RATES

Cultural Affairs 303.464.5835 Facility Rentals 303.464.5803 720.887.2371



BASIC FEES	NONPROFIT ⁽³⁾	STANDARD
Auditorium & Lobby: Mon-Thu (off-peak)	\$36/hour	\$72/hour
Auditorium & Lobby: Fri-Sun (peak)	\$46/hour	\$92/hour
Damage Deposit ⁽¹⁾	\$100	\$100
Booking/Reservation Deposit ⁽²⁾	50% of total fees due	50% of total fees due

Five-hour minimum required for all peak events; two-hour minimum for non-peak.

When props, lights and/or sets remain on stage between scheduled rehearsals and/or performances, hourly fee applies -**maximum charge 12 hours a day-**

Holiday Rates are 1 ½ x above fees and apply to use scheduled during observed City and County of Broomfield holidays **and** all calls before 7 am and after 11 pm.

BASIC FEE INCLUDES

Standard lighting plot, sound system, 2 microphones, 1 technician; 60 music stands and chairs; 6 tables; public event internal marketing support e.g. web, cable, print event calendars, artsline.

Additional publicity is the responsibility of renter as are usher and ticketing services.

Sound System includes 2 microphones of choice from available inventory, media playback -tape deck, CD player, mixer, speakers, monitors and intercom.

ADDITIONAL FEES	NONPROFIT ⁽³⁾	STANDARD
Lobby Only Rental individuals/groups ⁽⁵⁾	\$25/hour	\$50/hour
Additional microphone	\$12 each	\$12 each
DVD/VCR player, LCD projector & screen	\$80/use	\$80/use
Extra Technician	\$22/hour	\$22/hour
Lighting Set/Reset plot restoration ⁽⁴⁾	\$26/hour	\$26/hour
Risers Wenger three-tier choral -6 total	\$15 each/use	\$15 each/use
Ticket Office for sales and/or storage	\$26/use	\$26/use
Sound Reinforcement Package use of all microphones, cables, stands, and adaptors	\$55/use	\$55/use

PIANO FEES	BROOMFIELD ORGANIZATIONS	OTHER ORGANIZATIONS
Piano 9 foot Sauter Grand	\$55/use plus tuning	\$110/use plus tuning
Piano Tuning	\$100/use -subject to change	\$100/use -subject to change

PUBLIC EVENT DISCOUNTS

Discounts are available on your **public event** for 3 or more separate dates or blocks of dates, scheduled as reserved and contracted at one time by same client in same calendar year ⁽⁶⁾

5% new clients; 10% existing clients; 15% for existing clients who refer one new paying client

LIABILITY INSURANCE INFORMATION REQUIRED BEFORE DATE(S) ARE RESERVED

- (1) Applied to each rental and refunded per condition of facility after use; may be used toward additional fees or damage incurred during use as determined by Cultural Affairs
- (2) Applied to total fees due; full amount due if rented within 30 days of first date of use -no refunds
- (3) Copy of IRS or State of Colorado incorporation letter required to confirm nonprofit status
- (4) Applied when a full strike or restoration of standard light plot does not take place during rental
- (5) Rented if auditorium is not in use; two-hour minimum; food and drink allowed; proof of insurance, damage deposit, permits required; capacity 100 standing or 50 seated in rows; includes 1 staff
- (6) Discounts can't be combined; excludes equipment fees/damage deposit; 50% due with contract

Rates are subject to change and estimated as listed on request form. Total fees due are calculated after use. Broomfield reserves the right to refuse and/or terminate facility use.