



STATESIDE AT THE PARAMOUNT COMMUNITY ACCESS POLICY & RENTAL APPLICATION

Thank you for your interest in renting Stateside at the Paramount (State Theater). Attached you will find our Community Access Policy and Rental application. Completing and submitting this rental application is the first step in the booking process.

Please note that submission of this application does not guarantee a reservation or constitute an agreement to book the theatre.

This packet of information includes:

- Community Access Policy Information
 - Rental Application Form
 - General Rental Rates (before sliding scale discount)
 - Theatre Technical Specifications
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- Applications are due by April 30, 2016 for consideration for bookings from September 1, 2016 to August 31, 2017
 - Applicants will be informed of decisions by July 1, 2016
 - If you have several events, please submit a separate Rental Application for each production/artist.
 - All applications will be reviewed for date availability. Groups may be approached about alternate dates in order to accommodate as many applications as possible.
 - Rental contracts must be signed by July 31, 2016

Completed Rental Applications may be submitted to: events@austintheatre.org

If you have questions, please contact: Stefanie Crock, Events Manager: 512-692-0525, scrock@austintheatre.org

State Theater Community Access Policy

The community access policy for the renovated State Theater seeks to promote the synergistic vitality that comes from a diverse mixture of quality performing arts production. A fair and consistent approach in accommodating as many interested artists and arts organizations as possible is intended and the following are established as the base procedures for community access to the State Theater.

1. **ANNUAL APPLICATION DEADLINE:** Applications for use of facilities shall be made available to local artists and arts organizations each year for an annual deadline of April 30. Applicants meeting the April 30 deadline will be considered for bookings between September 1 of the same year to August 31 (the "Performance Year") of the following year. Applicants shall be informed of decisions within 60 days of the submission deadline (July 1).
2. **STANDARD FEES AND CHARGES:** The State Theater shall annually approve for distribution with reservations applications a schedule of standard fees and charges effective for the ensuing performance year.
3. **AVAILABLE TIME:** The intent of this policy is to enable artists and art organizations to have use of the State Theater throughout the performance year (including on weekends) with due regard to subscription, series, festival or special presentations scheduled by the State Theater. However, the Community Access applicants will need to work around our scheduled season and presented programming.
4. **SELECTION CRITERIA:** The State Theater shall select applicants to achieve:
 - A. multicultural diversity,
 - B. variety in the arts disciplines, and
 - C. development of new arts groups.

In selecting applicants, the State Theater may also consider:

 - D. constituency audience size,
 - E. ability to pay standard fees and charges, and
 - F. dates requested and available dates.
5. **SELECTION COMMITTEE:** The Board of Directors of the State Theater shall form by April 1 of each year a six-member committee to review applications. One of the six members will be the Executive Director of the Austin Theatre Alliance (Paramount & State Theatres), who shall also serve as the committee chair. At least two of the members shall not be affiliated with the State Theater, one member shall represent local performing arts groups and the other shall be a city representative selected by the Austin Theatre Alliance.
6. **SELECTION ANNOUNCEMENT:** The State Theater will notify each applicant by July 1 of its decision on the applicant's application. State Theater may negotiate the dates requested to accommodate as many applicants as possible or to achieve an optimum use of the facilities.
7. **APPEALS:** Appeals of the decisions of the Selection Committee may be made, provided however, that the appeals must be filed by July 15. The appeal is to the Board of Directors (or its executive committee) of the State Theater, the appeal to be heard at its next regular meeting or within 60 days.
8. **FREE USE AND SLIDING SCALE:** The State Theater shall provide a limited number of free and reduced rental dates (where rent is free or reduced, but other labor and ticket fees will apply). The sliding scale dates will be determined by the State Theater.

**STATESIDE AT THE PARAMOUNT
COMMUNITY ACCESS RENTAL APPLICATION**

Thank you for your interest in renting Stateside at the Paramount (State Theater). Completing and submitting this rental application is the first step in the booking process. Please submit separate applications for each artist/production your organization would like to present.

Please note that submission of this application does not guarantee a reservation or constitute an agreement to book the theatre.

Please provide all required information and return form to: events@austintheatre.org

If you have questions, please contact Stefanie Crock: 512-692-0525, scrock@austintheatre.org

- Applications are due by April 30, 2016 for consideration for bookings from September 1, 2016 to August 31, 2017
- Applicants will be informed of decisions by July 1, 2016
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ORGANIZATION NAME: _____

IS YOUR ORGANIZATION: COMMERCIAL NON-PROFIT TAX ID#: _____

BRIEF MISSION STATEMENT: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT: _____ TITLE: _____

EMAIL: _____ PHONE: _____

ALTERNATE CONTACT: _____ TITLE: _____

EMAIL: _____ PHONE: _____

PERSON AUTHORIZED TO SIGN CONTRACT: _____

EVENT INFORMATION:

Artist / Title of Event: _____

Type of Event (concert, premiere, comedy, theatre, etc.): _____

Expected Attendance per Event: _____

Number of Participants/Performers (please include all backstage personnel, such as costumers, makeup artists, stage managers, etc...):

Will your event be ticketed: Yes No Ticket Pricing: _____

Open to the public: Yes No Reserved Seating General Admission (approved events only)

Event Marketing Budget & Plan: _____

COMMUNITY ACCESS RENTAL APPLICATION

Please provide a brief description of your event: _____

Please provide a brief description of the technical aspects of your event, including video recording, film or digital projection, audio, lighting, set pieces, etc.: _____

REQUESTED DATES: First Choice

Please state which if any of the dates are load-In / rehearsal Dates (if applicable)

Date(s): _____ Times: From _____ To _____
Date(s): _____ Times: From _____ To _____
Date(s): _____ Times: From _____ To _____

REQUESTED DATES: Second Choice

Please state which if any of the dates are load-In / rehearsal Dates (if applicable)

Date(s): _____ Times: From _____ To _____
Date(s): _____ Times: From _____ To _____
Date(s): _____ Times: From _____ To _____

REFERENCES:

Please provide information for at least two venues where you have presented this event/artist, or which have been leased by your organization in the past two years.

Facility Name: _____
Address: _____ City: _____ State: _____
Contact Name/Title: _____
Phone: _____ Email: _____
Event Presented at this Facility: _____ Date: _____

Facility Name: _____
Address: _____ City: _____ State: _____
Contact Name/Title: _____
Phone: _____ Email: _____
Event Presented at this Facility: _____ Date: _____

The above information must be provided in full and verified before review by the State Theater Community Access Selection Committee. Approval of this application will allow the applicant to place dates on hold and enter into a Limited License Agreement (rental contract) for the event request set forth above. **Please note that certain booking blackouts do occur, and approval of this application is not a guarantee of the venue on the desired date.** If the requested dates are not available, an alternate mutually agreeable date may be negotiated.

The State Theater Community Access Selection Committee will strive for a fair and consistent approach in accommodating as many interested artists and arts organizations in the theatre as possible. **It is understood that submission of this application does not guarantee a reservation or constitute an agreement to book the theatre.**

Applicant hereby represents that they have made a full and complete disclosure of all information which might be pertinent to the consideration for this presenter application, and that all of the statements and information are true and correct.

Austin Theatre Alliance reserves the right to ask applicants for a financial reference if they deem it appropriate.

APPLICANT SIGNATURE

DATE

For Office Use Only

Date Received:

Approved: Yes No

Stateside at the Paramount (State Theatre) 2015 Rental Rates
All Fees and Rates Subject to Change

RENTAL FEES & DEPOSITS	
Non-Profit Base Rental Fee (8:00am - Midnight)	<i>rental rates do not include labor expenses</i>
Ticketed Live Shows	\$800 per day
Film Screenings	\$1,200 per day (includes use of HD projector & screen)
Free or Non-Ticketed Public Events	\$1,400 per day
For-Profit Base Rental Fee (8:00am - Midnight)	<i>rental rates do not include labor expenses</i>
Ticketed Live Shows	\$1,000 per day
Film Screenings	\$1,500 per day (includes use of HD projector & screen) <i>does not include labor</i>
Non-Ticketed Public Events	\$2,000 per day
Private Events (weddings, parties, etc)	Not Available
After Hours Rental Fee (before 8:00am/after Midnight)	\$100 per hour, in addition to Base Rental Fee
Film, Video, Radio, Streaming Fees - Location/Origination Fee	
Film, Video, Live Streaming (over base rent)	\$5,000
Live Event (over base rent)	\$5,000
Radio Live Streaming (over base rent)	\$1,500
Rental Deposit	
Returning Clients	50% of base rental fee due at contract signing
New Clients	100% of base rental fee due at contract signing
Balance of Rent + Estimated Expenses	Due four business days prior to first rental date. If ticket revenue is sufficient to cover expenses, balance due at settlement
Damage Deposit / Escrow	Up to \$1,000, held in escrow for up to 30 days following initial settlement
BOX OFFICE FEES	
Box Office Fee	\$100 vs. 4% of Net Ticket Revenue
Preservation Fee	\$2.00 per ticket, included in Base Ticket Price
Editing of Original Set-up Fee	\$35 per edit
Complimentary Ticket Fee	\$0.15 per ticket
Returned Ticket Fee (Consignment, Comp or Cancelled Show Tickets)	\$0.50 per ticket
Ticket Service Fees (Determined by show type & average ticket price or a.t.p.)	Events with an a.t.p. less than \$20 = 15% service fee, shows with an a.t.p. \$20+ = \$4 service fee. \$4 per order charge. Premium aisle charge of \$5 on reserved seating shows. Service fees are charged to patron at time of purchase.
FRONT-OF-HOUSE LABOR & SERVICES	
House Manager, Ushers, Basic Custodial	included in Base Rental Fee
Police Security	minimum \$154 per event (one officer, 4-hours)
Bar Services to Patrons	Provided in-house / \$1,500 minimum
Backstage Hospitality Bar Orders	Cost plus 20%
Tables & Tablecloths	Included with rental, if returned
Excessive Clean-up/Damage Fee	\$500 minimum
Failure to have at least one 15 minute Intermission	\$200 per performance
Merchandise Sales Fee	
Lessee provides seller(s)	20% of gross sales, after tax & credit card fees
Paramount provides seller(s)	25% of gross sales, after tax & credit card fees
PRODUCTION FEES & STAGE LABOR	
IATSE Local 205 Stage Labor	Varies according to production needs. Must be advanced with ATA Production Department no later than 2 weeks prior to event.
IATSE Local 205 Archival Recording Fee	\$25 per camera or audio recording per performance, subject to approval
House Sound & Lighting Fee	included in Base Rental Fee
HD Digital Projector & Screen Fee	Film Screenings: included in base rental fee All Other Events: \$300 For Profit / \$150 Non-Profit per day
Red Carpet Fee	\$100 per performance + additional security as needed
Additional Production Expenses (Parking Permits, Equipment Rentals, etc)	Cost + 20%. Must be advanced with Paramount Production Manager

Items in bold are required for all events

STATESIDE AT THE PARAMOUNT

TECHNICAL SPECIFICATIONS

Last Updated: February 2016

CONTACTS:

Director of Production:	Pasquale DelVillaggio	512-692-0505
Production Manager:	Kati Torgerson	512-692-0518
Asst. Production Manager	Kristi Clarey	512-692-0538
House Technician:	Steve Scharer	
Booking Manager:	Zach Ernst	512-692-0507
Events Manager:	Stefanie Crock	512-692-0525

STAGE:

Depth:	30'10" (Apron edge to US Crossover)						
	28'6" (Apron edge to US Black Traveller Panel)						
Width:	40'4" (Wall to Wall)						
	34'4" (between steps to house DSL & DSR)						
Height:	2'3.5" (Row A floor to Stage Floor)						
Stage Edge to FOH mix position:	64'9"						
Catwalk height:	24' upstage x 2						
	26' downstage						
Stage Floor to Jump Floor:	7'3"						
Upstage openings to crossover (SR to SL):	_____	2'4"	_____	4'3"	_____	2'4"	_____
Distance between openings:	SR	8'8"	10'4"	4'3"	4'3"	8'3"	SL

Stage floor is 2x4 planking in 2'x2' configuration with foam padding and Masonite top, painted flat black.

LOAD IN:

Back Alley in 10'0" wide at its most narrow.

The stage is 8'3" below street level.

Access by stairs from back alley or elevator from front lobby.

Everything on wheels, that fits in the elevator, loads from front lobby on Congress Ave.

Hand Carried or Personal items load in through alley.

Alley Loading Door: 7'10" H x 7'11" W (8'3" above stage)

Lobby Front Door: 6'10.5" H x 5'2" W

Elevator Door: 7' H x 3'6" W

Elevator Interior: 7'5" H x 6'8" W x 4' D

From Elevator to Stage: **6'7" Clearance height limit in basement hallway**

Trucks: One can load/unload in the Alley - Permit Required

Additional Parking on E 8th St. w/ advance city permitting

Parking is not available on site at the Theatre. Reserved street parking is available with advance notice and approval of the City of Austin.

DRESSING ROOMS:

(2) Chorus Style Dressing rooms that fit 8, each with bathroom, no showers

Located at stage level approx. 100ft from stage

There is no onsite rehearsal space.

LIGHTING

DIMMERS: 120 - Strand CD80 Supervisor 2.4kW
(1-99 on catwalk, 100-120 at stage level)

CONSOLE: ETC Expression

INSTRUMENTS: (58) ETC Source Four ellipsoidal bodies
(6) 10 Degree
(29) 19 Degree
(18) 26 Degree
(5) 36 Degree
(1) 50 Degree
(36) Par 64 Bodies
(10) 1kV Narrow
(26) 1k Narrow

SPOTLIGHT: Altman Voyager Shortthrow Spotlight

HOUSE LIGHTS: Strand Environ control @ light and sound boards and USL

STAGE PIN CABLES: in addition to House Plot
(10) 50'
(20) 25'
(20) 10'
(4) 50' Edison
(2) 100' Edison

AUX POWER: (8) 20A circuits on stage (2 SR, 6 USL)

LADDERS: 16', 10' and 6'

GENIE LIFT: AWP-30S 30' max

AUDIO

CONSOLE: Yamaha LS9-32

MAIN PA: (1) Meyer USW 1-P Sub per side
(2) Meyer UPA 2-P per side
(2) Meyer UPM 1-P delays

PROCESSING: (2) dbx Drive Rack 260

MONITORS: (6) JBL PRX-612 - 12" powered

EFFECTS: (4) console effects engines
Yamaha SPX 990
Lexicon MPX 100

PLAYBACK: Denon DN-C630 - CD Player
1/8" stereo input cable

AUDIO SNAKE: 150' Horizon XLR - 24x return - head located SR

MICROPHONES: (6) Shure SM58
(2) Shure SM57
(3) Shure Beta 98 w/ drum mount
(2) Sennheiser e609
(1) Audix D6

DIRECT INPUT BOXES: (4) Radial J48 - Active
(4) Whirlwind IMP2 - Passive

MIC STANDS: (8) K&M 210/9 - Tall tripod w/ boom
(3) K&M25900 - short tripod w/ boom
(3) Atlas straight w/ round base

COM: ClearCom MS-702 - 2 channel base station
(5) RS-602 2 Channel belt packs

HD PROJECTION

PROJECTOR: Barco DP2k-15C
LENS: Barco 0.98 DC2K Zoom (1.4-2.05) : 1
THROW: 46'
SCREEN: Draper Paragon 24'x18' wide (1.33:1)
SCALER: Barco ACS2048
DCP: Dolby DSS-220
VIDEO INPUTS: (1) SDSDI per SMPTE 259M-C(NTSC/PAL res.)and HDSDI per SMPTE 292M(HDTV)
(2) DVI-I Inputs per DDWG 1.0
- HDCP support
(1) Analog Input on HD-15 VGA connector
- Supports both YUV and RGBHV
(1) Analog Input on BNC Connectors (5)
- Supports both YUV and RGBHV
- 10-bits/color sampling (1:1 sampling up to 1600x1200@60 Hz)
(1) Composite NTSC/PAL Video (CVBS) on a BNC connector
(1) Encoded NTSC/PAL Y/C Video on 4-pin mini-DIN connector
AUDIO PROCESSOR: Dolby CP-750
AUDIO INPUTS: (1) DB25 - 4xAES
(2) BNC - AES digital coaxial
(1) Optical input
(1) Analog 5.1 (L, C, R, Ls, Rs, Sw) on (6) XLR
(1) Non-sync analog on (2) RCA
SPEAKERS: L (2) Meyer UPA 2-P
C (2) Meyer UPQ 2-P
R (2) Meyer UPA 2-P
SW (2) Meyer X-800 C
Surround (6) Meyer HMS-10 - (3) per side
PLAYBACK: Sony BDP-S580 Blu-Ray
OPPO BDP-103 Blu-Ray
MONITORS: 32" Vizio E32 Confidence Monitor (Austin Forum)
CABLES & ADAPTERS: Tripp-Lite B126 HDMI over CAT5 Extender
VGA over CAT5 Extender
(1) HDMI 25' Cable
(3) HDMI 6' Cable
(1) VGA 100'
(2) VGA 50'
(4) VGA 6'

****ALL MACS MUST BRING THEIR OWN ADAPTOR****

