

SAN MATEO UNION HIGH SCHOOL DISTRICT
RENTAL and STAFFING FEES FOR SMUHSD THEATERS
July 2021 - June 2022

Organization Name:	Permit Number:	Event Dates:		
Site:				
** This form is to be filled out AFTER walkthrough with Auditorium Manager, Fore Person or Supervisor**				
EQUIPMENT INCLUDED IN COST OF RENTAL				
Use of Full Facility - Lobby, Box Office, Auditorium, Stage, Dressing Rooms, Green Room, Restrooms				
Basic Stage Lighting				
Sound Mixing Console - Yamaha CL5 (SMPAC Only) / LS-9 in all large theaters				
Microphones, wired				
Movie Screen - fixed location				
Basic Projector - to fixed screen				
Wireless Intercom Units - 4 per theater				
Mic and Podium				
Tables - From within building - Charges applied if additional tables are needed				
Chairs - From within building - Charges applied if additional tables are needed				
Genie Lift - operated by District Personnel ONLY				
Personnel Provided by District				
THEATER DEPARTMENT ESTIMATED LABOR				
	NON-PROFIT GROUP B RATE		OTHER - GROUP C RATE	
	Rate	Total	Rate	Total
	Auditorium Fore Person	\$46.00		\$46.00
Auditorium Fore Person - OT	\$83.00		\$83.00	
Auditorium Fore Person - DT	\$108.00		\$108.00	
Auditorium Supervisor	\$46.00		\$46.00	
Auditorium Supervisor - OT	\$83.00		\$83.00	
Auditorium Supervisor - DT	\$108.00		\$108.00	
Auditorium Fore Person - Sub	\$30.00		\$30.00	
Auditorium Supervisor Sub	\$30.00		\$30.00	
Stagehands:				
Electrician/Lights	\$30.00		\$30.00	
Backstage Technician	\$30.00		\$30.00	
Sound Tech / Engineer	\$30.00		\$30.00	
Additional Personnel (if needed)				
Stagehand - Tier 1	\$30.00		\$30.00	
Stagehand - Tier 2	\$22.00		\$22.00	
Student Stagehand	\$15.00		\$15.00	
Additional Equipment Charge:				
	Rate	Total	Rate	Total
Orchestra Shell Set UP	\$150.00		\$250.00	
Stage Extension, Per Set Up	\$150.00		\$250.00	
Wireless HH Microphone, per unit per day	\$35.00 per unit per day		\$45.00 per unit per day	
Wireless Lavalier Microphone, per unit per day	\$45.00 per unit per day		\$55.00 per unit per day	
Wireless Microphone, Full rig	\$200.00		\$250.00	
Marley dance Floor, per day	\$150.00		\$200.00	
Black Scrim/White Cyc	\$100.00		\$200.00	
Piano Tuning/Usage	\$200.00		\$250.00	
Additional Projector	\$150.00		\$200.00	
NEW FEES as of 2019-2020				
Full Orchestra Setup	\$150.00		\$200.00	
Choir Risers	\$150.00		\$200.00	
Stage Platforms	\$150.00		\$200.00	
Pipe and Drape Setup	\$50.00		\$50.00	
Trucking Fee	\$200.00		\$250.00	
Design Fee - Light, Sound, Projection	\$200.00		\$250.00	
Follow Spot, per day	\$150.00		\$150.00	
Additional Fees as Established by MGR	TBD		TBD	