



**Parents' Association  
Performing Arts Center**

Parents' Association Performing Arts Center  
 2700 Saint Andrews Blvd  
 Boca Raton, FL 33434  
 T. 561-883-6810 F. 561-883-6908 [www.pinecresttheater.org](http://www.pinecresttheater.org)  
 RYAN GALLAGHER, Director Of Facilities, Safety & Security  
 KIRSTIN FOLEY, Events Coordinator & Technical Director

**Rates and Key Policies (as of 07-19-2010)**

THEATRE RENTAL INCLUDE USE OF SPACE, REP. LIGHTING PLOT AND AUDIO EQUIPMENT		MINIMUM REQUIRED LABOR PACKAGE
<b>PARENTS' ASSOCIATION PERFORMING ARTS CENTER</b> 750 Seats & 6 Wheelchair locations	\$1400 per day ( equivalent to 9 hours) Or \$140.00/hour <b>PLUS LABOR</b>	2 Security @ \$25/hr/per person 2 Technicians @ \$33/hr/per person 1 House Manager @ \$35/hr 2 Ushers @ \$25/hr <b>Additional Labor:</b> Police Office @ \$33/hr/per person Technician @ \$33/hr/per person

**Additional Services & Equipment**

Table Cloth/Skirt	\$30/each
Marley Dance Floor	\$200/day
Piano Tuning	\$125
Wildfires	\$150/day
Le Maitre	\$450/day
Chauvet B-550 Bubble Machine	\$50/day
Little Blizzard Snow Machine	\$125/day
<b>Specialized equipment upon request</b>	

*\*Le Maitre, Bubble Machine & Snow Machine fee includes any fluids that are required for operation.*

❖ **CONTACT US:**  
 For Rate Sheet requests and Billing Information please contact:  
[kirstin.foley@pinecrest.edu](mailto:kirstin.foley@pinecrest.edu)

❖ **REQUIRED:**  
 A 50% deposit is required to hold the date. The balance is due 24 hours prior to the event.

**Policies**

**PAYMENT**

Payment may be in form of certified check, money order, or check. Payment Schedule requires all payments to be made prior to the event. A 50% deposit is Required to hold the date. The final balance is due 24 hours prior to the event.

**ADVERTISEMENT**

Licensee will not make public any notice of event prior to meeting contract Requirements and receiving clearance from Director of Facilities.

**INSURANCE**

Licensee must furnish a Certificate of Insurance adding Pine Crest School as "additional insured" on a policy with a minimum of one million dollars Per occurrence, to be provided by a company authorized to do business in The State of Florida.

**MINIMUM CALLS**

PCS Parents's Association Performing Arts Center staff have a minimum call of 2 (two) hours.

**OVERTIME RATES**

Billed at one – and – one – half times regular hourly rates and apply for any Hours in excess of 9 (nine) hours per day; any hour worked before 7:00am or 3:30pm; any hours in excess of 40 (forty) hours worked in one week. The week Is Monday through Friday.

*\*Rates and policies are subject to change periodically. Client are advised to update their information annually. Labor requirements are individually evaluated by Pine Crest School. Clients are advised to read License Agreement thoroughly for full policies. Violation of contract policies can be grounds for a penalty fee within the contract, or full cancellation of the contract by Pine Crest School.*

