

John A. Williams Theatre
Application For Facilities Lease

Applicant Information

Name Of Corporation/Organization: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Contact For Applicant

Name: _____ Title: _____

Phone: _____ Fax: _____ E-mail: _____

Event Information

Event Title: _____

Event Description: _____

Date(s) Requested: From: _____ / _____ / _____ to: _____ / _____ / _____
Month Day Year Month Day Year

Number of Performances: _____ The Event Is: _____ Ticketed _____ Invitation Only

References –

PLEASE READ CAREFULLY

*Below, please provide information on local venues of **2,000 seats or greater** that you have leased within the last 12 months for the purpose of presenting similar events. If you have no local history, please provide information on similar venues in other cities. Dance Clubs do not qualify as venue references.*

Venue 1: _____ City: _____

Capacity: _____ % Sold: _____ Month/Year Booked: _____ Event: _____

Contact Name: _____ Contact Title: _____

Email address: _____

Venue 2: _____ City: _____

Capacity: _____ % Sold: _____ Month/Year Booked: _____ Event: _____

Contact Name: _____ Contact Title: _____

Email address: _____

Venue 3: _____ City: _____

Capacity: _____ % Sold: _____ Month/Year Booked: _____ Event: _____

Contact Name: _____ Contact Title: _____

Email address: _____

The above information must be provided in full and verified, before a Facilities Lease Agreement can be initiated. It is understood that the Cobb Energy Performing Arts Centre may, or may not, grant approval of the request set forth above. Applicant hereby represents that he/she has made a full and complete disclosure of all information which might be pertinent to the consideration of this application and that all of the statements and information are true and correct.

Authorized Signature For Applicant: _____ Date: _____

Please Print Name And Title: _____ Title: _____



FACILITY RATE SHEET JOHN A. WILLIAMS THEATRE

Seating Capacity 2,750

Prices do not include sales tax. Prices subject to change without notice.

Theatre Rental ¹	\$8,500 vs. 10%
Front of House	\$1,500 per performance
Box Office Fee	\$700 vs. 3% per performance
House Technical Package	\$2,000 per performance
Technical Director	\$300 per day
Marquee	\$300 per performance
Door Security (front doors only)	\$1,100 per performance
Broadcast Fee	\$1,500 (if applicable)

Facility Fee	\$5.00 per paid ticket
Merchandise Fee	To be determined
Technical Department Heads (3)	As invoiced, hourly rate
Stage Labor	\$32/\$48/\$64 hr.
Law Enforcement	\$55 hr./4 hr. minimum
Parking (Corporate/Social)	\$10/car
Parking (Event)	\$15/car
Magnetometers	As invoiced
Credit Card Fees	5% where applicable
Sales Tax	6%
Medical / EMS	As invoiced
Ticket Printing	\$250
Additional Front of House Services	\$40/hr.
Additional Housekeeping Services	\$500 per performance
Confetti clean-up (theater)	\$1,000 per performance
Additional Engineering Services	\$75/hr.
Additional Public Safety Services	\$40/hr.
Backstage Catering	As invoiced
Screen and Projector Rental	\$1,500
Piano Rental and Tuning	\$800 plus tuning
Marketing Support	Advertising settled at gross
Emails sent by Venue (eBlasts)	1-39,999 \$175
	40,000-99,999 \$300
	100,000+ \$400
Insurance	Provided by Lessee
Non-Refundable Deposit	To be determined

¹Included in the Rent: Maintenance Labor, House Lighting, Heating and Air Conditioning during Event Hours & Housekeeping (One Cleaning per Day. On Two-Performance Days the House and Lobbies Will Be Cleaned Between Performances When Possible)

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