

2024/2025 RATE SHEET

Facility Use

CARPENTER HALL (711 Seats)

Performance	\$400 per hour
Rehearsal / Production Prep	\$200 per hour

DUPREE Theater (255 Seats)

Performance	\$150 per hour
Rehearsal / Production Prep	\$100 per hour

Rehearsal Hall / Suite 200

Performance	\$100 per hour
Rehearsal / Production Prep	\$75 per hour

Receptions

Dupree Lobby	\$75 per hour	\$50 per hour
Annex	\$75 per hour	\$50 per hour
Focus Gallery	\$75 per hour	\$50 per hour
Main Gallery	\$150 per hour	\$100 per hour
Sculpture Garden	\$150 per hour	\$100 per hour
Carpenter Lobby	\$150 per hour	\$100 per hour
Rehearsal Hall	\$100 per hour	\$75 per hour
Suite 200	\$100 per hour	\$75 per hour

4-hour minimum for all spaces.

Meetings (49 people or fewer)

Room A / Room B / Art Lab	\$30 per hour	\$20 per hour
Annex / Room C / AB Combined	\$40 per hour	\$30 per hour
Rooms ABC Combined	\$75 per hour	\$40 per hour
Rehearsal Hall	\$100 per hour	\$60 per hour
Suite 200	\$100 per hour	\$60 per hour

4-hour minimum for all spaces.

No food/beverage service allowed. Maximum attendance of 49 or fewer. Price includes tables and chairs. No insurance purchase required.

Meetings (50 people or more & ALL meeting with food/beverage service)

ABC / Annex	\$75 per hour	\$50 per hour
Rehearsal Hall	\$100 per hour	\$75 per hour
Suite 200	\$100 per hour	\$75 per hour

4-hour minimum for all spaces. Insurance Required.

Wedding Only Packages (4 hours of use and no refreshments)

Annex	\$700 + \$250 damage deposit	\$700 + \$250 damage deposit
Suite 200	\$700 + \$250 damage deposit	\$700 + \$250 damage deposit
Sculpture Garden	\$700 + \$250 damage deposit	\$700 + \$250 damage deposit

Reception, Banquet, or Special Event Packages

Package A: Suite 200 up to 8 hours NO ALCOHOL SERVICE	\$1,300 + \$500 damage deposit	\$1,300 + \$500 damage deposit
Package A+: Suite 200, the Annex, and a meeting room up to 8 hours NO ALCOHOL SERVICE	\$1,700 + \$500 damage deposit	\$1,700 + \$500 damage deposit
Package B: Suite 200 up to 8 hours with beer/wine provided by the client.	\$1,700 + \$500 damage deposit	\$1,700 + \$500 damage deposit
Package B+: Suite 200, the Annex, and a meeting room up to 8 hours with beer/wine provided by the client.	\$2,000 + \$500 damage deposit	\$2,000 + \$500 damage deposit

All of the above packages include room rental, tables, chairs for up to 180, event labor, and TULIP insurance.

Arangetram / Solo Recital Packages

Single Day Event (Rehearsal & Performance on Same Day)

	Commercial	Non-Profit
Carpenter Hall	\$7,500	\$5,700
Dupree Theater	\$5,400	\$4,600

Two Day Event (Rehearsal & Performance on Separate Days)

	Commercial	Non-Profit
Carpenter Hall	\$9,700	\$7,300
Dupree Theater	\$6,900	\$5,800

Recital Packages for Dance or Instrumental

Single Day Event (Rehearsal & Performance on Same Day)

	Commercial	Non-Profit
Carpenter Hall	\$6,600	\$5,000
Dupree Theater	\$4,700	\$4,000

Two Day Event (Rehearsal & Performance on Separate Days)

	Commercial	Non-Profit
Carpenter Hall	\$8,900	\$6,800
Dupree Theater	\$6,500	\$5,600

Small Live Music Concert Packages (Fewer than 24 Audio Inputs)

Single Day Event (Rehearsal & Performance on Same Day)

	Commercial	Non-Profit
Carpenter Hall	\$7,800	\$5,800
Dupree Theater	\$5,800	\$4,800

Two Day Event (Rehearsal & Performance on Separate Days)

	Commercial	Non-Profit
Carpenter Hall	\$10,600	\$7,900
Dupree Theater	\$8,000	\$6,600

Two Day Two Performance Event (Load-In Performance on Day 1/ Performance and Load-Out on Day 2)

	Commercial	Non-Profit
Carpenter Hall	\$11,900	\$8,700
Dupree Theater	\$8,600	\$7,000

Large Live Music Concert Packages (More than 24 Audio Inputs)

Single Day Event (Rehearsal & Performance on Same Day)

	Commercial	Non-Profit
Carpenter Hall	\$9,600	\$7,300
Dupree Theater	\$7,600	\$6,300

Two Day Event (Rehearsal & Performance on Separate Days)

	Commercial	Non-Profit
Carpenter Hall	\$12,700	\$10,200
Dupree Theater	\$10,100	\$8,500

Two Day Two Performance Event (Load-In Performance on Day 1/ Performance and Load-Out on Day 2)

	Commercial	Non-Profit
Carpenter Hall	\$13,900	\$11,000
Dupree Theater	\$10,600	\$8,900

Dramatic Performance Packages (Play, Ballet, Opera, Musical, etc.)

Two Day Event (Rehearsal & Performance on Separate Days)

	Commercial	Non-Profit
Carpenter Hall	\$11,500	\$8,700
Dupree Theater	\$8,500	\$7,200

Additional Rehearsal Days

	Commercial	Non-Profit
Carpenter Hall (first additional day)	\$2,700	\$2,400
Carpenter Hall (each day thereafter)	\$2,500	\$1,900
Dupree Theater (first additional day)	\$2,100	\$1,800
Dupree Theater (each day thereafter)	\$1,900	\$1,600

Additional Performances

	Commercial	Non-Profit
Carpenter Hall	\$3,500	\$2,600
Dupree Theater	\$2,400	\$2,000

**Speaker Presentation or Graduation Packages
Single Day Event Only**

	Commercial	Non-Profit
Carpenter Hall	\$3,500	\$2,700
Dupree Theater	\$2,600	\$2,300

PACKAGE DETAILS ARE AVAILABLE AS SEPARATE DOCUMENTS

Add-On Services for all Packages

	Commercial	Non-Profit
Follow spot w/ operator	\$255 per day	\$255 per day
Follow spot w/ client provided operator	\$50 per day	\$50 per day
Rigging (up to 3 battens)	\$492	\$492
Fly Operator	\$205 (per performance or rehearsal)	\$205 (per performance or rehearsal)
Moving rigging after client approval	\$164	\$164
Moving a previously hung batten	\$164	\$164
Gobos (add/swap on a wash)	\$82 (per wash or per two focused on cyc)	\$82 (per wash or per two focused on cyc)
Extra rehearsal hour, Carpenter	\$685 per hour (maximum of two)	\$585 per hour (maximum of two)
Extra rehearsal hour, Dupree	\$585 per hour (maximum of two)	\$535 per hour (maximum of two)
Reception Suite 200 (Capacity 180)	\$1,000	\$1,000
Reception Rehearsal Hall (Capacity 110)	\$750	\$750

Reception add-ons include 5 hours for setup, reception, and clean-up. Tables, chairs, and labor are included.

Deposits

	Commercial	Non-Profit
Theater Rentals	\$1,000	\$500
Non-Profit Receptions		\$250
Other Rentals	\$500	\$250

Deposits are due 10 working days from date of reservation. May not be applied to contract balance. Deposit balance refunded 15 days following event less any balance owed. **Contract payment is due in full 30 days prior to contract start.**

Labor Rates

	Regular	Overtime
Theater Technician (8A – midnight)	\$41 per hour	\$61.50 per hour
Before 8A & after midnight	\$61.50 per hour	
Over 8 hours in a single day	\$61.50 per hour after the first 8	
Over 5 hours without a meal break	\$82 per hour	

There will be a 1-hour meal break five hours from the starting time of the shift. All work done more than five consecutive hours, without a meal break shall be billed at \$82 per hour until a meal break is given.

Front of House Staff	\$17 per hour	\$25.50 per hour
Maintenance Labor	\$28 per hour	\$42 per hour
Ushers	\$21 per hour and up	\$31.50 per hour and up
Unarmed Security (Sundays or additional officer)	\$36 per hour	\$54 per hour
Irving Police Officers (upon request)	billed at current rate per IPD	
Additional Cleaning Fees	assessed at end of event, if necessary	

Service Fees

	Commercial & Non-Profit
Piano Tunings	\$200 per tuning
Commission on any sales by client	20% /gross sales
Complimentary Tickets (above allowance)	\$2.50 per ticket
Proof Ticket	No Charge
Season Ticket, Reserve Pull, Pree-Pull	\$2.50 per ticket
Reprints or Exchanges	\$2.50 per ticket
Producer Comp Allowance per performance	20 Tickets for Carpenter 8 Tickets for Dupree

All sales are final. The service fee is not refundable. Phone sales must be paid by MasterCard, Visa, or Discover. Bank processing fee of approximately 3% will be collected on charge sales & will be deducted from proceeds before distribution to client. Charge receipts will be dispersed to the client after payment has been received by the Arts Center. Allow 14 days for processing.

Audio & Lighting Equipment

Base Sound & Lighting Systems Equipment Fee
 Monitor Console and up to 8 Monitor Wedges
 In Ear Monitor Rack (8 packs)
 Front-Fill Speaker Package
 Portable Sound System
 Wireless Microphone (Handheld or Lavalier)
 Wired Microphones
 Monitor Wedge
 Lighting Tree Pair w/4 Lights Each
 Fog / Haze / Low Fog
 Follow Spot (Client Operator)

Commercial

\$500 first day / \$750 per week
 \$200 first day / \$300 per week
 \$200 first day / \$300 per week
 \$80 per performance
 \$125 per event
 \$50 each per performance
 \$5 each per performance
 \$20 each per performance
 \$50 first day / \$75 per week
 \$50 first day / \$75 per week
 \$50 each per performance

Non-Profit

\$500 first day / \$750 per week
 \$150 first day / \$225 per week
 \$150 first day / \$225 per week
 \$60 per performance
 \$125 per event
 \$30 each per performance
 \$3 each per performance
 \$15 each per performance
 \$30 first day / \$45 per week
 \$30 first day / \$45 per week
 \$30 each per performance

Stage Equipment

Piano, 9' Steinway Model D
 Piano, 7' Baldwin
 Piano, 5' Steinway Model O
 Piano, Upright
 Marley Floor Carpenter
 Marley Floor Dupree or Rehearsal Hall
 Orchestra Shell (Set up and strike 1x)
 Box Truss, 12" x 12" x 10 Foot (each)
 4' x 8' Staging Platform
 Pipe & Drape, 10' wide x 8' high

Commercial

\$125 first day / \$50 per day thereafter
 \$448
 \$428
 \$164
 \$20 first day / \$30 per week
 \$15 each per performance
 \$20 each per event

Non-Profit

\$125 first day / \$50 per day thereafter
 \$448
 \$428
 \$164
 \$15 first day / \$25 per week
 \$10 each per performance
 \$20 each per event

Video Equipment

Flat Screen Monitor, 75" on cart
 Video Projector, 5,600/5,700 Lumens
 Video Projector, 9,800 Lumens
 Video Projector, 18,000 Lumens

\$60 per event
 \$100 first day / \$200 per week
 \$250 first day / \$500 per week
 \$800 first day / \$1,600 per week

\$40 per event
 \$100 first day / \$200 per week
 \$250 first day / \$500 per week
 \$800 first day / \$1,600 per week

*TULIP insurance rates apply to all clients based on event type, venue capacity, & attendance. \$155 to \$215 per performance/event. **Insurance rates & coverage subject to change and are based upon availability.** Penalty fees for going past contracted out times are double regular rates for both facility rental and labor.*