

Drum Theatre General Rate

Schedule of Fees and Charges 1 July 2024 – 30 June 2025

This rate is suitable for not-for-profit, schools, dance schools and community organisations.

Theatre and room hire charges do not include staffing. Due to health and safety for all in the venue, a minimum number of staff are required for all events, outlined below.

Theatre Hire – performance and rehearsal	Period		Rate
Theatre hire - performance	5 hour minimum		\$993.00
	Additional hours		\$198.50
	Maximum day rate		\$2,735
Stage or auditorium hire only (work lights, no equipment)	Day rate		\$161.00
Paul Streefkerk Rehearsal Room	Day		\$66.50
Rehearsal room with theatre hire	Complimentary by arrangement		
Combination additional rooms with theatre hire (excluding rehearsal room)	Per day		\$103.50
Function hire and meeting rooms			
Function Room (Magistrates Room, Reading Room, Committee Room)	Per hour		\$22.00
	Half day		\$64.50
Discount available for multiple rooms:		2 rooms 10%; 3 rooms 15%; 4 rooms 20%	
Paul Streefkerk Rehearsal Room / Foyer	Per hour		\$72.00
Complimentary with theatre hire by arrangement			
Stage or auditorium hire only (work lights, no equipment)	Up to 5 hours		\$165.50
Staff – minimum staffing is required		Monday - Saturday	Sunday rates
Technical Supervisor	Per hour, per staff	\$67.10	\$92.00
Technician	Per hour, per staff	\$62.00	\$90.00
Front of House Supervisor	Per hour, per staff	\$67.10	\$92.00
Ushers	Per hour, per staff	\$62.00	\$90.00
Other officers	Per hour, per staff	\$62.00	\$90.00
Additional penalty rates may apply			
Additional cleaning	Per hour		\$109.50
Staffing requirements		Minimum – please discuss requirements early	
All activity in the theatre	Technical Supervisor plus one technician		
Function rooms	Supervisor / duty officer		
Rehearsals	Supervisor plus additional staff depending on number people and tech requirements		
Performances and public events	Technical Supervisor plus minimum one technician; Front of House Supervisor plus minimum 2 ushers (stalls). Use of Dress Circle requires additional 2 ushers.		
Technical Supervisor - commences 30 minutes prior to venue access time and finishes at the end of venue access time. This role is to supervise staff, the venue, the health and safety of your cast and crew and perform minimal show duties.			

Technician - can assist with either Lighting, Audio, Vision or Scenery flying (mechanist). Starts at venue access time and finishes at the end of venue access time. Performances typically have 2 or more technicians.

Front of House Supervisor - commences 120 minutes prior to performance time and 45 minutes after performance ends.

2 x Ushers - Door 1 and 2 of Stalls only. Commences 45 minutes prior to performance and 45 minutes post performance. Use of Dress Circle requires additional 2 ushers.

Penalty rates – may apply to all staff hours

Ticketing			
Full service box office	Per ticket		\$2.70
	Complimentary tickets		\$1.45
Merchandise sales	Commission		10%

Theatre equipment and consumables

Equipment

Theatre data projector (includes screen)	Per day		\$386
Laptop	Per day		\$55.50
Lectern & Mic			\$55.50
Portable Public Address System	Per day		\$165.50
Scrim (White or Black each)	Per day		\$77.50
Scrim (Both)	Per day		\$110.50
Smoke Machine	Per day		\$37.00
Hazer	Per day		\$73.00
Theatre headset mic / beltpack	Per unit / day		\$10.40
Piano	Per day		\$165.50
Piano tuning	Per use		Cost recovery as required
Theatre data projector – visual effects	Per day		\$52.00

Consumables

Gaffer Tape	Per roll		\$26.50
Electrical Tape	Per roll		\$2.20
Mark Up Tape	Per roll		\$9.40
Hazard Tape	Per roll		\$18.00
Clear Tarkett tape	Per roll		\$42.00
AAA Batteries	Each		\$1.70
AA Batteries	Each		\$1.95
9V Batteries	Each		\$7.10

Traffic management

For any event deemed likely to require traffic management or a Traffic Management Plan, additional charges may apply as negotiated.

Catering

As quoted per event or arranged by agreement.

Please talk to Arabelle Danielson, Customer Service Lead Arabelle.Danielson@cgd.vic.gov.au about your event to ensure the best value and approach to make your event a success.