

**Drum Theatre Not for Profit Rate**

Schedule of Fees and Charges 1 July 2025 – 30 June 2026

This rate is suitable for certified Not for Profit, volunteer-based 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.

<b>Theatre Hire – performance and rehearsals</b>	<b>Period</b>		<b>Rate</b>
Theatre hire - performance	5 hour minimum		\$1025.00
	Additional hours		\$205.00
Stage Hire only – rehearsals / seminars	5 hour minimum		\$170.00
	Per day		\$340.00
Rehearsal room with theatre hire	5 hour minimum Complimentary by arrangement		
<b>Function hire and meeting rooms</b>			
Function Room (Magistrates, Reading or Committee Room)	Per hour		\$23.00
	Per 5 hours		\$67.00
Function Rooms – all spaces	Per 5 hours		\$141.00
Paul Streefkerk Rehearsal Room / Foyer	Per hour		\$74.50
Paul Streefkerk Rehearsal Room (in conjunction with theatre hire)	Per day		\$68.50
Room set up and pack down	Per event		\$31.50

<b>Staffing</b>		<b>Monday - Saturday</b>	<b>Sunday rates</b>
Technical & Function Technician Supervisor	Per hour, per staff	\$69.00	\$95.00
Technician (Sound, Lighting, Multi)	Per hour, per staff	\$64.00	\$93.00
Front of House Supervisor	Per hour, per staff	\$69.00	\$95.00
Venue Experience Officers (inc Ushers)	Per hour, per staff	\$64.00	\$93.00
Penalty rates may apply after 8 hours shift or 11pm any night, Sundays and public holidays			
Additional cleaning	Per hour		\$116.40

**Minimum Staffing requirements**

All activity in the theatre	Supervisor plus one Technician or Venue Experience Officer
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.
<b>Technical Supervisor</b> - 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.	
<b>Technician</b> - 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.	
<b>Front of House Supervisor</b> - commences 120 minutes prior to performance time and 45 minutes after performance ends.	
<b>2 x Ushers</b> - 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.	
<b>Drum Café/Bar</b> – Is staffed by the venue unless there is a catering arrangement in place as agreed.	

<b>Ticketing</b>			
Full service box office	Per ticket		\$2.70
	Complimentary tickets		\$1.40
Merchandise sales	Commission		10%

<b>Theatre Equipment and Consumables</b>			
Theatre data projector (includes screen)	Per day		\$398.00
Theatre data projector – visual effects	Per day		\$54.00
Laptop	Per day		\$58.00
Lectern & Mic	Per day		\$58.00
Portable Public Address System	Per day		\$170.00
Scrim (White or Black each)	Per day		\$80.00
Scrims (Both)	Per day		\$114.00
Smoke Machine	Per day		\$38.00
Hazer	Per day		\$76.00
Theatre headset mic / beltpack	Per unit / day		\$11.00
Piano	Per day		\$170.00
Piano tuning	Per use	Cost recovery as required	

#### **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, Team Leader Customer & Business Development

[Arabelle.Danielson@cgd.vic.gov.au](mailto:Arabelle.Danielson@cgd.vic.gov.au) about your event to ensure the best value and approach to make your event a success.