

	RICHARD K. STEM CONCERT HALL	ROBINSON THEATER	MILLCENT AND NORMAN STIEFLER RECITAL HALL
BASE PRICE*	\$1,000	\$600	\$400
Number of Guests	500, including 12 accessible seating locations	338, including 4 accessible seating locations	98, including 2 accessible seating locations
Rental Period	5 hours. Additional rent is \$75 per hour.	5 hours. Additional rent is \$75 per hour.	5 hours. Additional rent is \$75 per hour.
Equipment Included	<ul style="list-style-type: none"> • Four (4) 8' rectangular tables • Four (4) 6' rectangular tables • 100 chairs for stage • 10 chairs for lobby • Standard stage lighting (no color wash) • 100 music stands • Choral risers • Gaffers tape (may be additional charge for excessive usage) • Sound package includes 6 microphones and 3 monitors • Grand piano • Lectern 	<ul style="list-style-type: none"> • Four (4) 8' rectangular tables • Four (4) 6' rectangular tables • 50 chairs for stage • 10 chairs for lobby • Standard stage lighting (no color wash) • 50 music stands • Choral risers • Gaffers tape (may be additional charge for excessive usage) • Sound package includes 6 microphones and 3 monitors • Grand piano • Lectern 	<ul style="list-style-type: none"> • Four (4) 8' rectangular tables • Four (4) 6' rectangular tables • 25 chairs for stage • 10 chairs for lobby • Standard stage lighting (no color wash) • 25 music stands • Choral risers • Gaffers tape (may be additional charge for excessive usage) • Sound package includes 2 microphones • Grand piano • Lectern
Staff Services Included	<ul style="list-style-type: none"> • One (1) consultation with director and technician • House Manager for performance/event 	<ul style="list-style-type: none"> • One (1) consultation with director and technician • House Manager for performance/event 	<ul style="list-style-type: none"> • One (1) consultation with director and technician • House Manager for performance/event

ADDITIONAL REQUIRED CHARGES

Labor	<ul style="list-style-type: none"> • Custodial \$30 per hour, minimum of 4 hours • Technical (set-up) \$35 per person per hour • Technical (performance/event) \$35 per person per hour • Technical (theater restore) \$35 per person per hour • Additional production staff at Union rate • Security \$40 per hour, minimum of 4 hours • Ticket Office labor (day of show, 4-hour call time) \$200 • Usher fee for all public events TBD 	<ul style="list-style-type: none"> • Custodial \$30 per hour, minimum of 4 hours • Technical (set-up) \$35 per person per hour • Technical (performance/event) \$35 per person per hour • Technical (theater restore) \$35 per person per hour • Additional production staff at Union rate • Security \$40 per hour, minimum of 4 hours • Ticket Office labor (day of show, 4-hour call time) \$200 • Usher fee for all public events TBD 	<ul style="list-style-type: none"> • Custodial \$30 per hour, minimum of 4 hours • Technical (set-up) \$35 per person per hour • Technical (performance/event) \$35 per person per hour • Technical (theater restore) \$35 per person per hour • Additional production staff at Union rate • Security \$40 per hour, minimum of 4 hours • Ticket Office labor (day of show, 4-hour call time) \$200 • Usher fee for all public events TBD
Facilities Fee	\$1 per attendee is charged for any event held at the Ogle Center.	\$1 per attendee is charged for any event held at the Ogle Center.	\$1 per attendee is charged for any event held at the Ogle Center.

ADDITIONAL OPTIONAL CHARGES

Ticketing	TicketMaster is the sole ticketing provider for events at the Ogle Center. TicketMaster fee of \$1.00 per ticket issued plus direct credit card charges of 5%.	TicketMaster is the sole ticketing provider for events at the Ogle Center. TicketMaster fee of \$1.00 per ticket issued plus direct credit card charges of 5%.	TicketMaster is the sole ticketing provider for events at the Ogle Center. TicketMaster fee of \$1.00 per ticket issued plus direct credit card charges of 5%.
Lighting	Additional lighting – 3-color wash (36 fixtures): \$300. Price for each additional fixture beyond 36: \$8 Additional lighting - Specials Follow Spots: \$50 ea. (additional labor charges may apply)	Additional lighting is available for Robinson Theater. Price per lighting fixture: \$8	Additional lighting is available for Stiefler Recital Hall. Price per lighting fixture: \$8
Projector/Screen	At the present time, a projector is not available for Stem Concert Hall	At the present time, a projector is not available for Robinson Theater	LCD Projector and Screen: \$125
Tables and Linens	<ul style="list-style-type: none"> • Table, skirted and clothed: \$15 ea. • Table, clothed: \$10 ea. • Additional 8' rectangular table: \$10 ea. • Additional 6' rectangular table: \$10 ea. 	<ul style="list-style-type: none"> • Table, skirted and clothed: \$15 ea. • Table, clothed: \$10 ea. • Additional 8' rectangular table: \$10 ea. • Additional 6' rectangular table: \$10 ea. 	<ul style="list-style-type: none"> • Table, skirted and clothed: \$15 ea. • Table, clothed: \$10 ea. • Additional 8' rectangular table: \$10 ea. • Additional 6' rectangular table: \$10 ea.
Piano Tuning	\$150 per event	\$150 per event	\$150 per event
Parking	Parking at Indiana University Southeast is \$2 per car per day. Groups can make arrangements through the Ogle Center to pay for temporary parking permits.	Parking at Indiana University Southeast is \$2 per car per day. Groups can make arrangements through the Ogle Center to pay for temporary parking permits.	Parking at Indiana University Southeast is \$2 per car per day. Groups can make arrangements through the Ogle Center to pay for temporary parking permits.

*Additional charges may apply, based on needs. All rental fees subject to change without notification.

Food and beverage items must be purchased through the IU Southeast Office of Conference and Catering. No outside food or beverages may be brought into the Ogle Center unless previously approved. Please call the IU Southeast Office of Conference and Catering at (812) 941-2318 or visit www.ius.edu/diningservices for additional information.