

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

**ADDITIONAL REQUIRED CHARGES**

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

<b>Ticketing</b>	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%.
<b>Lighting</b>	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
<b>Projector/Screen</b>	12k Laser Projector, projects image 30ft x 24ft, \$500	At the present time, a projector is not available for Robinson Theater	LCD Projector and Screen: \$150
<b>Tables and Linens</b>	<ul style="list-style-type: none"> <li>• Table, clothed: \$15 ea.</li> <li>• Additional 8' rectangular table: \$10 ea.</li> <li>• Additional 6' rectangular table: \$10 ea.</li> </ul>	<ul style="list-style-type: none"> <li>• Table, clothed: \$15 ea.</li> <li>• Additional 8' rectangular table: \$10 ea.</li> <li>• Additional 6' rectangular table: \$10 ea.</li> </ul>	<ul style="list-style-type: none"> <li>• Table, clothed: \$15 ea.</li> <li>• Additional 8' rectangular table: \$10 ea.</li> <li>• Additional 6' rectangular table: \$10 ea.</li> </ul>
<b>Piano</b>	\$200 per event	\$200 per event	\$200 per event
<b>Parking</b>	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](http://www.ius.edu/diningservices) for additional information.