

MILLER

FACILITY RENTAL: MILLER AUDITORIUM

CAPACITY: 3,419

Miller Auditorium is intended primarily as an educational and cultural resource for the University and the West Michigan community. Priority for its use will be assigned to programs sponsored by Miller Auditorium, University departments and resident organizations. Miller's facilities will also be made available to other non-profit organizations and commercial entities whose focus is compatible with or enhances the mission of the University and in the interest of the community. Rentals are made on an individual program basis.

Miller Auditorium Rental Rates

Commercial Rate	\$3,500 or 12% of gross sales (whichever is greater) capped at \$7,500
Non-Profit Rate	\$2,300
Rehearsal Rate	50% of base rental rate (Rate not available on Friday, Saturday, Sunday or during holidays)
Additional Performance & Rehearsal Hours	\$200 per hour

- The facility rental rate includes six hours in facility or two performances during the six-hour rental period. Additional time and/or performances will be subject to additional fees listed above. Multiple performances must be scheduled with a minimum of one hour between the end and beginning of each performance.
- Rehearsal rental rate includes basic auditorium facilities including the stage, dressing rooms and audience chambers. There is no charge for rehearsals on the day of the program that fall within the six-hour time limit. Additional time will be charged at the hourly rate listed above.
- Performance rental includes areas listed above and usage of the lobby. All additional areas of the facility are subject to additional charges.

Please note all rentals are subject to both facility and personnel charges. All rates subject to change prior to execution of facility usage agreement. Facility usage rates and labor fees during holiday periods and peaktimes may be higher.



PERSONNEL LABOR RATES

Labor rates listed are for a maximum of eight hours per day. Hours worked in excess of eight hours per day or 40 hours per week will be subject to overtime paid at the rate of one and one-half (1 1/2) the normal rate. Note all holiday periods are subject to overtime. * All Labor subject to additional 7.65% FICA.

Technical Director	\$50 per hour	Area Managers	\$16 per hour
Crew Head	\$44 per hour	Ticket Office Staff	\$16 per hour
Stage Hand	\$17 per hour	Ticket Takers	\$15 per hour
House Manager	\$35 per hour	IATSE Labor	Current rates plus 15% payroll fee
Ticket Office Manager	\$35 per hour		

EQUIPMENT USAGE & RENTAL

Piano & Organ	\$225 (includes tuning)	Follow Spots	\$25 each per day
Orchestra Shell	\$175	Music Stands & Lights	\$1 each per day
Dance Floor	\$300	Phone Set-Up and Usage	\$200 per line
High Definition Video Projector	\$1000 per day	Washer/Dryers	\$225

MISCELLANEOUS FEES & SERVICES

Parking Fee	\$1 per ticket	Traffic Control	\$60 per hour per officer (Typical event expense is approximately \$1,000)
Ticket Handling Fee	5% of gross ticket sales (and 4% of credit card ticket sales.VISA, Mastercard, Discover and American Express are accepted.)	Front of House Labor	\$1,200 estimated (Per event based on labor rates listed above.)
Facility Restoration Fee	\$2 per ticket	Custom Materials, Signs, etc.	TBD
Lobby Set-Up	\$225	Marketing Services	TBD
Merchandise/Concessions	27% of gross sales (Includes 6% Michigan sales tax.)	Catering	TBD
Orchestra Pit Set-Up	\$200		
Ticketing Services	\$75 set-up fee (Plus 5% of gross sales and 4% of gross credit card sales. Additional charges for performance labor as listed above.)		

For more information or to schedule an event or reserve the facility contact
Operations Manager Michael Vlassis at michael.vlassis@wmich.edu or (269) 387-2253.

