

Abilene Civic Center

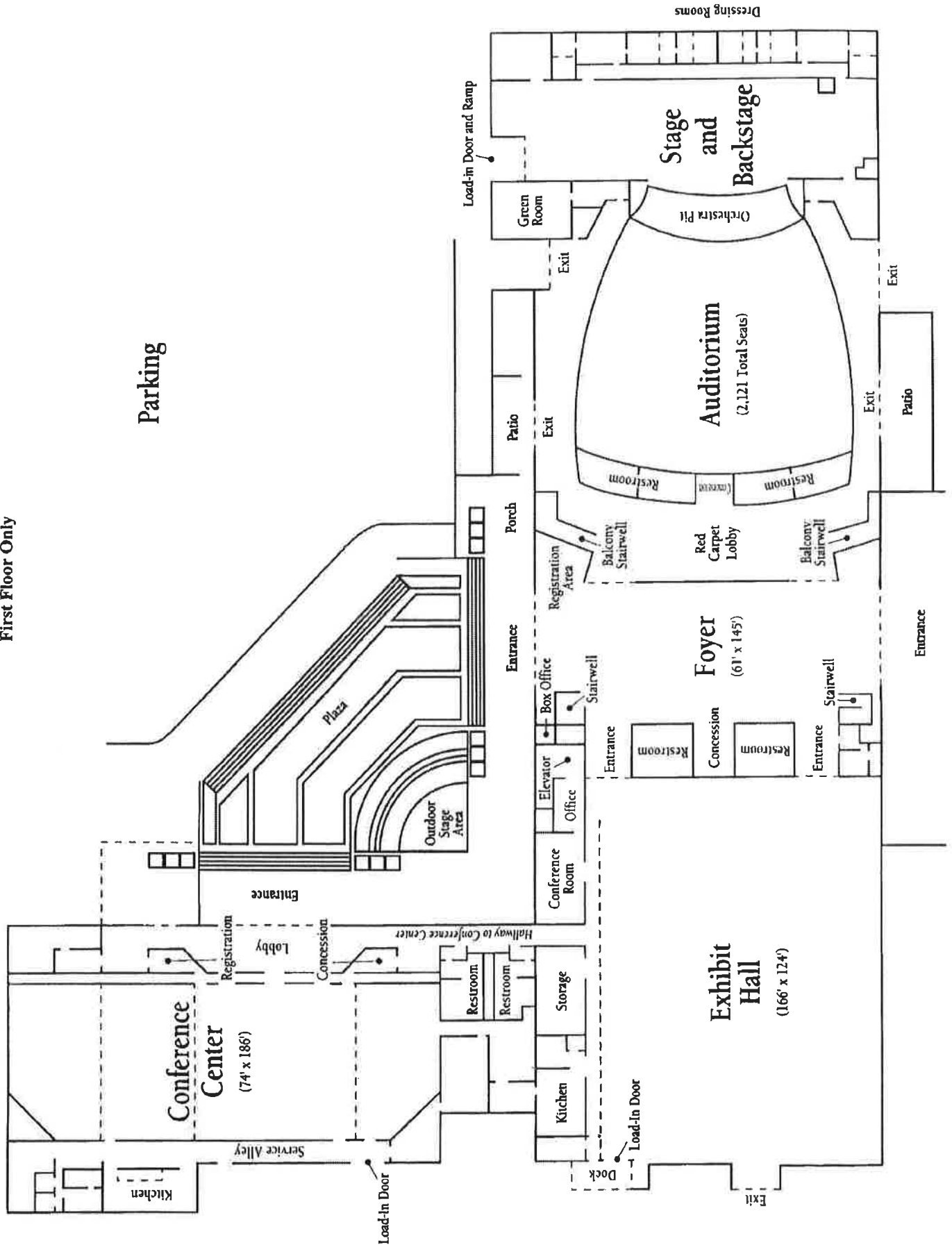
Rates and Fees

*1100 N 6th St, Abilene TX 79601
(325)676-6211, fax (325)676-6343*

Rates Effective October 1, 2015

Abilene Civic Center

Building Diagram
First Floor Only

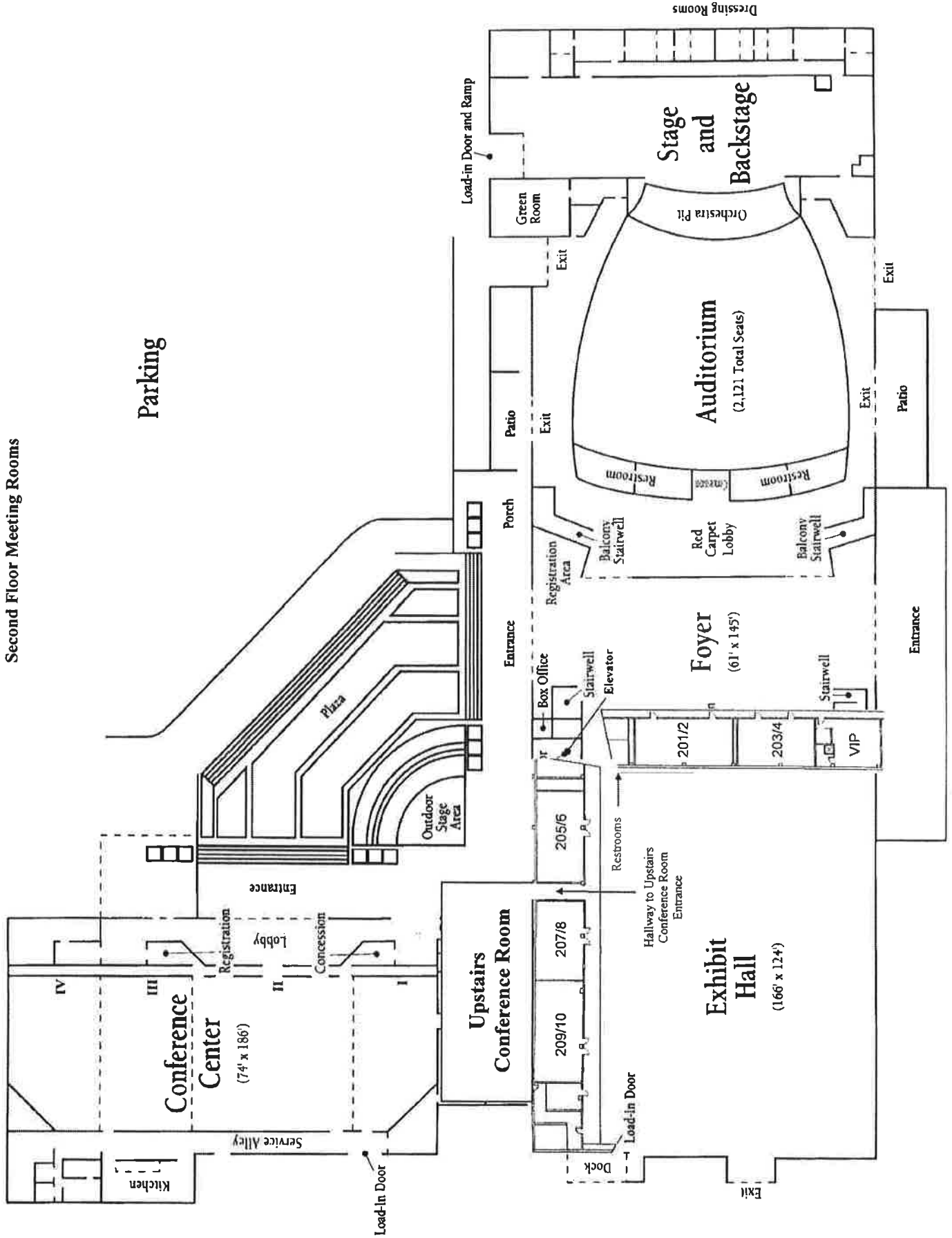


Parking

Abilene Civic Center

Building Diagram
with

Second Floor Meeting Rooms



ABILENE CIVIC CENTER RATE SCHEDULE

AUDITORIUM

- ▶ Seating Capacity: 2,091 (includes 12 wheelchair spaces)
- ▶ An additional 90 seats may be added in the orchestra pit.
- ▶ Prices do not include stage fees.

Morning Hours	Afternoon Hours	Evening Hours	Day Hours
8:00 am – 12 noon	12 noon – 6:00 pm	6:00 pm – 12 midnight	8:00 am – 12 midnight

COMMERCIAL				
Private Promotion, Stage or Variety (Excluding rock groups) ◆ Per Show ◆ 2nd Show Add 1/2	450	600	800	950
Rock Groups	N/A	900	1,200	425
Move-In, Set-Up, Move-Out, Rehearsals	225	300	350	425

NON-COMMERCIAL, FUND RAISING (admission charge or collection taken)				
Non-Profit Sponsor, Stage or Variety, % or all receipts to sponsor, includes: symphony, civic, colleges ◆ Per Show ◆ 2nd Show Add 1/2	325	475	565	650
Move-In, Set-Up, Move-Out, Rehearsals	175	225	300	375

NON-COMMERCIAL, NON-FUND RAISING (free admission)				
Sponsored as a public service, stage, variety, or meeting	275	400	475	575
Move-In, Set-Up, Move-Out, Rehearsals	125	200	225	300

Events continuing past midnight must be approved in advance by the Civic Center Manager. Hourly pro-rated charge equal to 1/4 of the regular rental will be required.

No charge for Foyer, Red Carpet Lobby, or Mezzanine, when used only as a means of entering and leaving the Auditorium.

Rates are subject to change and the charges for use of the facility will be based on the prevailing rate at the date of occupancy or use.

ABILENE CIVIC CENTER RATE SCHEDULE

EXHIBIT HALL

▶ 20,000 square feet – Prices Do Not Include Set Fees

Morning Hours	Afternoon Hours	Evening Hours	Day Hours
8:00 am – 12 noon	12 noon – 6:00 pm	6:00 pm – 12 midnight	8:00 am – 12 midnight

COMMERCIAL				
All Activities	330	440	550	660
Move-In, Set-Up, Other than Activity Period	165	220	275	300

NON-COMMERCIAL, FUND RAISING <i>(tickets sold, booths rented)</i>				
All Activities	300	385	425	550
Move-In, Set-Up, Other than Activity Period	150	200	225	250

NON-COMMERCIAL, NON-FUND RAISING <i>(free admission, booths not rented)</i>				
All Activities	275	325	400	450
Move-In, Set-Up, Other than Activity Period	125	150	175	200

Foyer - No charge when used as an entry to the Exhibit Hall.

Events continuing past midnight must be approved in advance by the Civic Center Manager. An hourly prorated charge equal to 1/4 of the regular rental will be required.

Entertainers will be allowed 1 hour free move-out. Time beyond the initial one hour move out will be assessed at the “past midnight rate”.

Exhibits and trade shows of two or more consecutive days will be allowed one (1) day free, up to 5:00 pm following program to move-out.

Rates are subject to change and the charges for used of the facility will be based on prevailing rate at the date of occupancy or use.

ABILENE CIVIC CENTER RATE SCHEDULE

CONFERENCE CENTER

▶ 13,400 square feet – Prices do Not Include Set Fees

Morning Hours	Afternoon Hours	Evening Hours	Day Hours
8:00 am – 12 noon	12 noon – 6:00 pm	6:00 pm – 12 midnight	8:00 am – 12 midnight

COMMERCIAL				
All Activities	330	425	500	600
Move-In	125	150	175	225

NON-COMMERCIAL, FUND RAISING <i>(tickets sold, booths rented)</i>				
All Activities	300	350	425	500
Move-In	125	150	175	225

NON-COMMERCIAL, NON-FUND RAISING <i>(free admission, booths not rented)</i>				
All Activities	275	325	400	450
Move-In	100	125	150	175

CONFERENCE ROOM 1

▶ 2,762 square feet

All Activities	100	125	150	175
Move-In	50	75	100	125

CONFERENCE ROOM 2

▶ 4,631 square feet

All Activities	175	200	225	250
Move-In	75	100	125	150

CONFERENCE ROOM 3

▶ 3,087 square feet

All Activities	100	125	150	175
Move-In	50	75	100	120

CONFERENCE ROOM 4

▶ 2,914 square feet

All Activities	100	125	150	175
Move-In	50	75	100	125

UPSTAIRS CONFERENCE ROOM

▶ 3,500 square feet

All Activities	110	140	175	220
Move-In	55	75	100	135

ABILENE CIVIC CENTER RATE SCHEDULE

OTHER ROOMS AND AREAS

Morning Hours	Afternoon Hours	Evening Hours	Day Hours
8:00 am – 12 noon	12 noon – 6:00 pm	6:00 pm – 12 midnight	8:00 am – 12 midnight

Foyer <i>(Move-in, Set-up other than day of event)</i>	300	350	375	450
	125	150	175	200
Red Carpet Lobby <i>(Move-in, Set-up other than day of event)</i>	125	150	200	250
	75	100	125	175
Stage	125	150	250	300
Conference Room 102	100	100	100	100
Green Room	75	100	125	150
VIP Suite	100	125	175	200
Meeting Rooms (Per Room) 201/1, 203/4, 205/6, 207/8, 209/10	100	100	100	100
Patio or Plaza	25/Hour	25/Hour	25/Hour	25/Hour
Entire Building <i>(Conventions and others approved by manager, not including set-up for banquets and parties)</i> <i>(Move-In, Set-up other than day of event)</i>				2,100 1,400

Events continuing past midnight must be approved in advance by the Civic Center Manager. An hourly pro-rated charge equal to 1/4 of the regular rental will be required.

Meeting Room rental includes set-up (tables & chairs) to capacity at no additional charge. Other equipment subject to fees listed on Equipment Rental list.

Meetings which exceed the capacity of available meeting rooms may be referred to the Exhibit Hall with a rate established by the Manager; however, the minimum shall be \$125.00 plus set-up fees.

Lessee utilizing a major portion of the Building may be allowed to utilize meeting rooms at no charge, subject to availability and advance approval by the Manager.

Entertainment groups will be allowed one hour free move-out. Time beyond the initial one hour move-out will be assessed at the "past midnight rate".

ABILENE CIVIC CENTER RATE SCHEDULE

INSURANCE INFORMATION (Insurance Provided at Lessee's Request)

INSURANCE CARRIER: Scottsdale (Best rating of A+/XV)

COVERAGE:

1,000,000 per Occurrence
1,000,000 Aggregate
Deductible: \$250 per loss

RATES:

<u>Attendance</u>	<u>Rate</u>
1 - 150	\$ 50.00
151 - 500	\$100.00
501 - 1,500	\$150.00
1,501 - 5,000	\$250.00

The following classes of events may be submitted for consideration and acceptance prior to the event:

Circuses, Carnivals, Boxing, Wrestling, Hockey, Contact Karate, Aircraft or Balloons,
Pro-Life or Pro-Choice Rallies

**ABILENE CIVIC CENTER
RATE SCHEDULE**

EFFECTIVE OCTOBER 1, 2015

EQUIPMENT SET FEES

City of Abilene

Equipment Item	Fee	Equipment Item	Fee
Tables		Miscellaneous Equipment	
8' x 30" long	5.00	marker board	N/C
60" round	5.00	flip chart	10.00
72" round	5.00	extension cords (<i>electrical</i>)	5.00/event
8' x 24" seminar (<i>2nd floor rooms only</i>)	5.00	telephone (<i>local calls only</i>)	N/C
Café table	5.00	Phone Line (available areas limited)	50.00
Chairs		2-way radios	N/C
Padded	2.00	Grand piano	
Plastic	2.00	Non-commercial	50.00
Staging (24" or 32" Height)		Commercial	100.00
Per 6' x 8' section	20.00	parking	N/C
Risers		RV parking	10.00/day
8"	20.00	<div style="border: 1px solid black; padding: 5px;"> <p>★ Strobe Lights</p> <p>on site 25.00/day, 100.00/wk</p> <p>off site 40.00/day, 200.00/wk</p> <p>★ Fogger</p> <p>on site 35.00/day, 120.00/wk</p> <p>off site 45.00/day, 240.00/wk</p> <p>★ Dimmer Pack</p> <p>on site 100.00/day, 200.00/wk</p> <p>off site 200.00/day, 400.00/wk</p> <p>★ Light Trees</p> <p>on site 25.00/day, 100.00/wk</p> <p>off site 50.00/day, 200.00/wk</p> </div>	
16"	20.00		
24"	20.00		
Choral	20.00		
Podiums			
Free-standing	15.00		
Self-contained	15.00		
Microphones			
wireless (lapel or hand-held)	50.00		
SM 57 or SM 58	15.00		
827	15.00		
Sound Equipment		★ Only available in Auditorium	
	N/C	Labor	
Sound Systems		hanging banner (limited) N/C	
house	10.00	excessive clean-up/damage deposit 50.00 – 500.00	
Mixers			
8-channel	N/C		
12-channel	N/C		
Audiovisual			
2 -19" tv/vcr	25.00		
1 -46" tv/vcr	50.00		
1 -52" tv/vcr	50.00		
4 -dvd player	25.00		
2 -vcr (<i>only</i>)	25.00		
a/v cart	10.00		
screen, 6' x 8'	15.00		
screen, 10' x 10'	15.00		
screen, front/rear project., 14' x 16'	120.00		
spotlight	30.00 plus tech		
Booths			
Booth assembly (pipe and drape), 10' x 10' ea	20.00		

**ABILENE CIVIC CENTER
RATE SCHEDULE**

EFFECTIVE OCTOBER 1, 2015

EQUIPMENT SET FEES

Civic Abilene, Inc.

Equipment Item	Fee	Equipment Item	Fee
Kitchen		Miscellaneous	
Rental	75.00	Fax (outgoing)	2.00
Cleanup – as needed	100.00	Fax (incoming)	1.00
		Copies:	
		Black & white (w/paper)	.15
		Black & white (w/o paper)	.20
		Colored	.75
Catering (% of gross)		soft drinks, bottled water	1.00
Onsite Catering Fee	14%	coffee:	
Drop-off	5%	10 cups	3.00
		55 cups	14.00
		100 cups	25.00
Concession (% of gross)		tea:	
Food and drink	10%	10 cups	3.00
Tapes, t-shirts, etc.	10%	55 cups	14.00
		100 cups	25.00
		Ice w/cart:	
		100 lbs.	10.00
		*Table Cloths:	
		Rental	8.00
		Replacement	15.00
		*Table Skirting (with table cloth)	22.00
		*Table Skirting (w/o table cloth)	15.00
		Easels	3.00
		CD Player	10.00
		Dance Floor (per 4' x 4' square)	1.00
		Mirror Ball	25.00
		Upright Piano	30.00

*Via sub-contractor rates.
Subject to change without notice.

**ABILENE CIVIC CENTER
RATE SCHEDULE**

STAGE FEES

Steward (per hour)	\$20.00
Rigger (per hour)	\$30.00
Technical (per hour)	\$25.00
Non-Technical (per hour)	\$18.50
Performance (minimum)	\$72.00