



H. Ric Luhrs Performing Arts Center  
Shippensburg University  
Rental Rates

**Performance Rentals**

**Rate**

Base Rental\* \$3,500

Rehearsals (one included in base rental)\*\*

\*Performance rentals include standard security, housekeeping, and usher staff. Use of Dressing rooms and green room and laundry/ costume room is also included.

\*\* The included rehearsal must be scheduled for the same day as the performance. If a same day rehearsal is not available, another day may be substituted if the rehearsal ends by 5pm. Additional rehearsals may be scheduled at \$300 per day plus production charges.

**Resources**

**Audio Visual**

Projection Screen (16' x 32') and Digital Projector \$150

**Box Office**

Box Office Fee	\$300	Includes ticket set up and administration and final reporting and box office labor
Ticket Printing Fee	\$1	Per printed ticket
Credit Card Fees	4.0%	Charged to leasee at settlement on all money received through credit card sales
Mailing Fee	\$4	Paid by Purchaser
Internet Fee	\$2	Charged per ticket sold on internet paid by purchaser
Returned Ticket Fee	\$5	Per ticket charged to leasee at settlement for every ticket returned to the Box Office for Resale
Web Presence Fee (optional)	\$250	Includes website banner (graphics/event information and upload), calendar inclusion, event webpage, link to seating chart, and link to on-line ticketing site

**Lighting**

Orchestral Concert Lighting	\$300
Theatrical Lighting Package	\$800
Light Color per Sheet	\$15
Gaffers Tape per Roll	\$20
Follow Spots Each	\$150

**Outside Rentals**

Service Charge for Outside Rental of Stage Lighting and Sound Arranged by LPAC Staff	10%	Based on rental charge to leasee NOTE: Luhrs Center staff must approve vendor prior to contracting
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**Parking - On Site** No Charge

**Pianos**

Steinway D 9 foot	\$300	
Upright (Boston)	\$150	
Additional Tuning	\$110	Piano rental includes one tuning

**Soft Goods**

Use of Cyc	\$25
Use of Scrim	\$25
Legs and Borders per Set	\$25
Full Stage Black	\$25

**Sound**

House Sound System	\$1,000	
Portable Sound System	\$150	Includes up to 4 microphones

**Stage Labor**

Estimates available from LPAC Technical Director. Stage hands may be student employees or full time professionals depending on the requirements of the show, availability of labor and date of performance

**Staging and Equipment**

Harlequin Dance Floor	\$300
Lectern with Microphone	Included
Risers, 4x8, 3x6 each	Included
Orchestra Chairs	Included
Music Stands	Included
Music Stand Lights	Included
Dance Floor 20X18	\$600