

Ulster Performing Arts Center (UPAC)

2022-2023 Season

Facility Rental Fee Schedule

Not- For-Profit Organizations

Contact: Ila Carnes, General Manager

Office: 845.331.1613 ext 204, Email: icarnes@upac.org

Daily Rental (up to 8 hours)	\$2,250 base license fee, includes up to 8 hrs/day
Weekly Rental (up to 4 hours per day)	\$4,500 base license fee vs 12% of Gross Ticket Sales, whichever is greater. Covers up to seven consecutive days.
Facility Overtime	\$250 per each addl. hour
Additional Days (non performance day)	\$1,750
Box Office Service (per performance)	\$400
Supervisory Services	\$35 per hour + FBPT
Technical Personnel	\$25 + up per hour + FBPT
Fringe Benefits & Payroll Taxes (FBPT)	15% of labor cost
City Policeman	\$50 per hour
Event (security) Staff	\$700 & up + FBPT, based on event needs
Box Office Personnel	\$20 per hour + FBPT
In- house Lighting & Sound, as available	\$1,000
Additional Sound reinforcement	At cost
EV Line Array	\$1,550
Digital Projection System	\$535 per usage
Music Licensing (ASCAP & BMI)	.016 Gross Box Office Receipts
Music Licensing SESAC	\$100 per event
Merchandise	25% House sells, 20% Artist sells (after tax)
Catering/Hospitality	\$250 + cost of supplies
House Cleaning Fee	\$500 per event

Additional Fees:

Second Performance on same/day evening: same as above fees

- ❖ In conjunction with License Agreement granted, Licensee must obtain and deliver a Certificate of Liability Insurance with endorsements satisfactory to Licensor, which names Licensor, UPAC LLC, 601 Broadway, Kingston, NY 12401, as Certificate Holder and Additional Insured, along with Proofs of Workers Compensation and Disability Insurance being in full force and effect which names Licensor as Certificate Holder.
- ❖ A non-refundable deposit for one-half of all applicable fees is required in advance to secure and confirm any facility rental, prior to ticket on sale date.
- ❖ Licensor reserves the right to add a \$6.00 Restoration/Preservation Fee to all ticket prices sold- please make a note of it in any Artist offer.
- ❖ For more information on Facility Rentals, please contact Ila Carnes, General Manager, 845.331.1613 ext 204, icarnes@upac.org.