



McFarlin Memorial Auditorium

2023 – 2024 SMU RENTAL RATES

SMU Hosted – ADMISSION

\$3,100.00 for one show per day
\$3,700.00 for two shows per day
Load In/Rehearsal days at \$180.00 per hour
All Expenses (i.e. staff, rental items, etc.)
Tickets sold

SMU Sponsored - NO ADMISSION

Venue is free
All Expenses (i.e. staff, rental items, etc.)
Audience must be majority, SMU students, staff, faculty
Tickets are not sold

EXPENSES

Technical Director: \$75.00 per day plus \$40.00 per hour (five hours minimum)
Stage Hands: Minimum of three for lectures or five for ballets and/or concerts @ \$34.75 per hour (five hours minimum)
Audio/Light Board Engineer: \$40.75 per hour (five hours minimum) subject to day rate depending on type of show
Engineer: \$400.00
Overhead Fee: 15% of hourly stage crew labor
Event Manager: \$200.00 per performance
Ushers: \$22.00 - \$28.00 per hour, per usher (four hours minimum - rate based on event complexity and discretion of Manager)
SMU-PD: \$65.00 per hour, per officer (four hours minimum - minimum of two officers required)
Cleaning Fee: \$35.00 - \$48 per hour, per custodian. Custodial requests made less than two weeks before event will incur additional charges on the hourly labor. Custodial Rates begin two hours before an event through a minimum of two following the end of the performance.

EQUIPMENT RENTALS

Table:	\$10.00 per day	Large rug:	\$35.00 per day
Folding chair:	\$3.00 per day	Wooden podium:	\$100.00 per day
Arm chair:	\$10.00 per day	Red or Blue chair:	\$15.00 per day
Skirt:	\$12.00 per day	Directors chairs:	\$12.00 per day
Stanchion:	\$6.00 per day	Garment rack:	\$15.00 per day
Easel:	\$6.00 per day	Removal of Furniture:	\$250.00
Music stand:	\$8.00 per day (\$2.00 extra for light)	Storage of Items Left Behind:	\$50.00
Marley floor:	\$100.00 per day		

All groups are subject to a parking service fee for patron parking on campus.

SEATING CAPACITY:

Orchestra:	1,222
First Balcony:	678
Second Balcony:	486
TOTAL:	2,386
(PIT)	40



McFarlin
Memorial
Auditorium

2023 – 2024 SMU Mezzanine Rental Rates

PROFIT

\$700.00 per four-hour block
Each additional hour at \$50.00 per hour
All Expenses
House Commission of 20% on merchandise and approved concessions

**Fee does not include custodial service or furniture removal and replacement if requested. All requests must be conveyed at least two weeks out.*

NON-PROFIT & SMU

\$600.00 per four hour block
Each additional hour at \$50.00 per hour
All Expenses
House Commission of 10% on merchandise and approved concessions

EXPENSES

SMU-PD: \$65.00 per hour, per officer (four hours minimum) if required
House Manager: \$200.00 (if required)
Ushers: \$22.00 - \$28.00 per hour (if required)
Cleaning Fee: \$35.00 - \$48.00 per hour, per custodian. Custodial requests made less than two weeks before event will incur additional charges on the hourly labor. Custodial Rates begin two hours before an event through a minimum of two following the end of the performance. (If required)

**All groups are subject to a parking service fee for patron parking on campus.*

EQUIPMENT RENTALS

Table (Not for food): \$10.00 per event
Table Skirt: Folding \$12.00 per event
chair: \$3.00 per event
Arm chair: \$10.00 per event
Music stand: \$8.00 per event (\$2.00 extra for light)
Stanchion: \$6.00 per event
Red/Blue chair: \$15.00 per event
Easel \$6.00 per event
Podium \$100.00 per event
Removal of Furniture: \$250.00

** Audio equipment is not available in this space. If needed, equipment will be rented and staff hired to operate the equipment.*



AUDIO	
Item	Price
Wireless microphone combo kit (wireless handheld or wireless lavalier)	\$75
Head set microphone (in additional to a combo kit)	\$50
SM58 Wired Microphone	\$60
iPod with general playlist	\$80
Piano, 1994 Baldwin SF Grand (with tuning)	\$800
Small 8 channel Mackey mixer	\$120
Music stands	\$8
Music stand light	\$2



VISUAL	
Item	Price
Confidence Monitor	\$320
Projector & Screen Package	\$900
Perfect Cue Speaker Timer	\$350
Perfect Cue Slide Timer Advancer	\$200
Full Video Package (includes all above items)	\$1500
Video Recording 3 Static Is Cameras 1080p 29.9	\$400
Highspeed Hardline streaming internet connection	\$100
Video playback system	\$50



LIGHTING	
Item	Price
Static or Controlled wireless up-light	\$75
Lighting Restore Fee	\$600
Truss Sticks by Foot Black	\$14
Truss Sticks by Foot Black	\$12
Truss Block/Bases	\$80
DF50 Hazer or F100 Fogger (requires overwatch)	\$100
Over watch (cost depends on usage, four hours minimum)	\$2,500+
Lighting Design (depending on complexity)	\$150-\$750
Podium Special	\$120
Cyc Lighting w/ ground row	\$200
Ground Package	\$350
Follow Spot	\$150
House Gobo	\$100
Sheets of Gel	\$14.50



RIGGING EXPENDABLES	
Shackles various sizes	\$10-\$20
Utility Line-Set	\$100
Spansets in various sizes*	\$25-\$50
Disco Ball w/motor*	\$300
Cyc	\$200
Legs	\$50
Blackout Curtain	\$200
Rebalance/Retrim fee	\$300
Rigging All Inclusive	\$800
Beamclamps*	\$50
Deck Chain in various lengths	\$25-\$75



PODIUMS, FX, DÉCOR	
Wooden Podium	\$100
Marley Floor	\$100
Large Rug	\$35
Table	\$10
Table Skirts (Black)	\$12
Folding Chair	\$3
Arm Chair	\$10
Red/Blue Chair	\$15
Director's Chair	\$12
Garment Rack	\$15
Stanchion	\$6
Easel	\$6



LABOR	
Item	Price
Audio Technician (per hour, five-hour minimum) <i>*Subject to day rate depending on complexity of event (\$400)</i>	\$40.75
Lighting Engineer (per hour, five-hour minimum) <i>*Subject to day rate depending on complexity of event (\$400)</i>	\$40.75
Video Technician (per hour, five-hour minimum) <i>*Subject to day rate depending on complexity of event (\$500)</i>	\$40.75
Technical Director (per hour, five-hour minimum)	\$40.00
Camera Operator (per hour, five-hour minimum) <i>*Subject to day rate depending on type of camera</i>	\$40.00
Stage Hands (per hour, minimum of three for speeches or five for ballets and/or concerts, five-hour minimum)	\$34.75
Stage Manager	\$40.75
Lighting or Audio Design Fee	Starts at \$200



Labor (continued)	
Item	Price
Technical Director Fee Per Day	\$75.00
Overhead fee	15% of Crew labor cost
Electricians	\$40.75
Fly Operator	\$40.75
Truck Loaders	\$34.75
Spot Operators	\$34.75
Riggers (per day)	\$650.00
Labor Policy	
* OT over 8 hours worked	
* DT between 12:00am - 8:00am	
* One 15 minute break for every 4 hours worked	
* One hour walk away or 30 minute provided meal break every 8 hours worked	
* Failing to accommodate will result in a meal penalty of double-time rate until meal break is provided	