Event

Services & Fees

San Jose Theaters

California Theatre 



San Jose Theaters looks forward to working with you towards the success of your event. Our goal is to provide exemplary service to you and our mutual guests. Please use this guide to acquaint yourself with the services provided and available for your event.

For budgeting purposes, the rates provided here are intended to be effective July 1, 2021 through June 30, 2022. However, they are subject to change without notice and should be verified during the planning of your event. We welcome the opportunity to assist you throughout your planning and usage of these facilities and services.

**San Jose Theaters Rental Fees**

**Montgomery Theater**

Corporate/Commercial Performance Day Fee $1,000

Corporate/Commercial Non-Performance Day Fee $500

Non-Profit Performance Day Fee $500

Non-Profit Non-Performance Day Fee $400

**California Theatre**

Corporate/Commercial Performance Day Fee $4,000

Corporate/Commercial Non-Performance Day Fee $2,000

Non-Profit Performance Day Fee $1,800

Non-Profit Non-Performance Day Fee $900

**Center for the Performing Arts**

Corporate/Commercial Performance Day Fee $6,000

Corporate/Commercial Non-Performance Day Fee $3,000

Non-Profit Performance Day Fee $2,500

Non-Profit Non-Performance Day Fee $1,250

**San Jose Civic**

Corporate/Commercial Performance Day Fee $7,260

Non-Profit Event Day Fee $5,455

Non-Event Day Fee – Thursday through Sunday $4,300

Non-Event Day Fee – Monday through Wednesday $3,630

**Ancillary Services Fees**

**Personnel Rates**

**Front of House Guest Services**

*Staff Hourly Rates for all events; minimum 4 hours*

Head Usher (6 or more staff members) $38.48

Supervisor (less than 5 staff members) $30.60

Assistant Head Usher $28.96

Lead/Aisle Captain $25.11

Ticket Taker $23.79

Directional/Usher $23.79

Door Guard $23.79

Elevator Usher $23.79

Elevator Ticket Taker $23.79

ALD Usher $23.79

Badge Checker $23.79

Coat Check $23.79

# Security/Safety Services

*Staff Hourly Rates*

Event Coordinator $40.02

Supervisor $33.66

Gate Guard $29.42

Backstage Door Guard $29.42

Stage Stair Guard $29.42

Artist Entry $29.42

Roamers $29.42

Searchers $29.42

Relief $29.42

Smoking Area $29.42

Line Control $29.42

Radio Fees $15.00 ea.

APEX GUARDS $68.90

SJPD *Minimum 3 hours $74.20*

*SJPD* *Call Fee/1 per event $97.52*

# Ticketing Services

*Staff Hourly Rates*

Box Office Clean-Up Fee $150.00

Event Ticket Seller $30.00

($250 minimum fee for 2 sellers)

Pedestal/Scanner Rental \*no fee

\*if ticketed by TSJ

**Ticketing Services**

Credit Card Transactions 3.00% of all sales transactions

Ticket Printing (Only with consignment) $1.00 per ticket

Theater Preservation Fee $1.00 per ticket sold

Facility Fee (Waived if non-profit) $2.00 per ticket sold

**California Theatre Equipment Rental Cost**

Sound-1 Day $1,000

Sound-2 Days $1,500

Sound-3 Days $1,800

Sound-7 Days $2,100

Video Projector 20k-1 Day $2500

Video Projector 20k-2 Days $3750

Video Projector 20k-3 Days $4500

Video Projector 20k-7 Days $5250

Video Projector 7k-1 Day $1500

Video Projector 7k-2 Days $2250

Video Projector 7k-3 Days $2700

Video Projector 7k-7 Days $3150

Lighting 1-39 Fixtures-1 Day $950

Lighting 1-39 Fixtures-2 Days $1,425

Lighting 1-39 Fixtures-3 Days $1,710

Lighting 1-39 Fixtures-7 Days $1,995

Lighting 40-60 Fixtures-1 Day $1,100

Lighting 40-60 Fixtures-2 Days $1,650

Lighting 40-60 Fixtures-3 Days $1,980

Lighting 40-60 Fixtures-7 Days $2,310

Lighting 61-120 Fixtures-1 Day $1,500

Lighting 61-120 Fixtures-2 Days $2,250

Lighting 61-120 Fixtures-3 Days $2,700

Lighting 61-120 Fixtures-7 Days $3,150

Lighting 121-230 Fixtures-1Day $2,500

Lighting 121-230 Fixtures-2Days $3,750

Lighting 121-230 Fixtures-3Days $4,500

Lighting 121-230 Fixtures-7Days $5,250

Each Moving Light (Up to 4 when available) - 1 Day $90

Each Moving Light (Up to 4 when available) - 2 Days $135

Each Moving Light (Up to 4 when available) - 3 Days $162

Each Moving Light (Up to 4 when available) - 7 Days $189

Spot Light-1 Day $150

Spot Light-2 Days $225

Spot Light-3 Days $270

Spot Light-7 Days $315

**Theater Preservation Fee**

In consideration for the use of a Theater Venue for a Ticked Event, Client will pay the TSJ a fee equal to the product of One Dollar ($1.00) multiplied by the number of tickets issued with respect to the event (the “Theater Preservation Fee”). The Theater Preservation Fee is in addition to any and all other charges due under this Agreement. Client shall provide TSJ with an accounting of the ticket sales, tickets issued, and attendance for each event at a Theater Venue, and shall pay the Theater

Preservation Fee to TSJ within five business days after the event date for which the tickets were issued.

**Facility Fee**

TSJ Ticketing is our in house ticketing provider. Please note for ticketed events open to the public we do charge a $2 Facility Fee per event attendee. If you are a non-profit, then the Facility Fee will not apply to you. These fees can be added on top of the ticket face value automatically by TSJ Ticketing so that your patrons pay the additional fees, at no charge to you.

**Production/Staging Services**

Any event in one of our Theaters will require the use of IATSE Local 134 Stagehand Labor. Team San Jose has partnered with the local unions to provide the highest quality labor with the best value and flexibility for your event. Please consult your Production Manager for more information and rates.

**Videotaping/Broadcasting**

If you plan to videotape/record your event, please see your Production Manager for more information. Per our new CBA, the broadcast origination fee will no longer be applied.

**Theater Sound & Lighting Systems**

All house sound and lighting systems in our theaters must be operated by an IATSE engineer.

**Electrical Services**

Advance notice of additional electrical distributions or power drops is required to expedite their availability as needed. We can review your needs and provide you with any associated expense that will be assessed.

**Telecommunication/Telephone Services**

Smart Wave is the exclusive full service provider of internet connectivity in our theaters. For installation of a high-speed internet connection to networking, Smart Wave can provide services for the exhibitor and show management. Fee is determined on a case by case basis and dependent upon event requirements.

**Lobby Uses**

The lobbies may potentially be available for pre-or post-performance activities, subject to logistical and guest support needs. Should your event require tables, chairs, lecterns, or other such equipment or removal of standard furnishings, associated fees will be assessed for the equipment, labor and required staff.

**Usher Staffing**

All of our theaters (San Jose Civic, Montgomery Theater, Center for the Performing Arts and the California Theatre) require usher staffing for the safety and the security of your guests.

**Fire Inspector Services**

Events that require the presence of a fire inspector (s) will be assessed an hourly reimbursement charge.

**Emergency Medical Technicians**

Team San Jose may require that you utilize first aid coverage for your event. Coverage is always required for any sporting event, cheerleading or dance competition and may be required for exhibit load in/out. If you event requires Emergency Medical Personnel, the technician must be present 30 minutes before, during, and 30 minutes after your event. The current rate for Emergency Medical Personnel is $55 per hour per Technician.

**Security**

All event security will be arranged by Team San Jose for the client. Requirements will be based on attendance regarding the event. Please confirm your security requirement with your Event Services Manager.

**Food and Beverage Services**

Team San Jose has the exclusive right to provide all food and beverage, novelty, and concession services in the San Jose Convention & Cultural Facilities. Team San Jose offers a complete range of services to meet your food and beverage needs.

A signed Banquet Order form with the appropriate deposit must be on file in the Team San Jose office ten (10) days prior to the function date; otherwise, items cannot be guaranteed.

Because our team is in-house, we offer the best value and services. As with most centers, no outside food or beverage is allowed. Please contact your Event Services Manager regarding menu planning information and rates.

**Event Merchandise**

Team San Jose will charge a 20% novelty fee for all merchandise sales. This includes T-shirts, CD’S, programs, and any other items that you sell at your event. Your organization will provide the staff to sell merchandise.

**Seat Removal**

Auditorium seats may be removed for production requirements. These removals and re-installations must be arranged for in advance through our Production & Facilities staff. The labor costs for these removals and re-installs will be assessed to the client.

**Equipment Services**

Team San Jose has sufficient equipment (i.e. tables, chairs, staging, etc.) to support the usual needs for events and room capacities in our facilities. Should equipment requirements exceed or differ from our inventory, outside vendor rentals will be required. Your Event Services Manager can provide a list of local outside vendors for additional equipment needs.

Team San Jose will provide a total of four 8-foot tables and table skirts and 8 chairs for your event. Any equipment requirements over and above the pre-determined amount will be charged to your final invoice. Please speak with your Event Services Manager for more information regarding equipment rental.

**Banners/Signage**

If you are interested in placing or affixing banners/signage to any of our theaters, please consult your Event Services Manager for more information regarding our approval process.

**Parking Services**

The Convention Center Garage has 500 spaces for general event use. Current rates are available from your Event Services Manager. Rates are in effect seven days a week and are subject to change without notification. The entrances to the Garage are located on Almaden and on Market Street. Both are generally open during all operating hours. For additional information, please visit: <https://sanjosetheaters.org/directions/>

**Liability Insurance**

All events in our facilities must carry a liability insurance policy with one million dollars of liability coverage. Please consult your Sales Manager for more information and rates.