
USER NAME & DATE
Available Services for
Rental Groups and DDA Lease Users (As of 6/30/16)

Box Office Services:

- _____ Processing Costs: five percent (5%) of gross monies processed
- _____ System Set-up Fee: fifty dollars (\$50.00)
(including online sales)
- _____ Ticket Printing: fifty cents (\$0.50) per ticket issued
- _____ House Manager: twenty-three & 68/100 dollars (\$23.68) per hour

Planning/Set-up/Management:

- _____ Meeting with Staff: twenty-three & 68/100 dollars (\$23.68) per hour.
- _____ Room/Event Set-up: twenty-three & 68/100 dollars (\$23.68) per hour.
- _____ Building Supervisor: twenty-three & 68/100 dollars (\$23.68) per hour.

Theatre Equipment:

- _____ Yamaha Electronic Baby Grand Piano: fifty dollars (\$50.00) per day
- _____ Projector: fifty dollars (\$50.00) per day

DDA Free Use Hours for Partial or Full Use are from 2:00 p.m. till 11:00 p.m.
DDA Free Use Hours for Lobby Use are from 8:00 a.m. till 5:00 p.m.
ANY HOURS USED OUTSIDE OF THESE FREE USE HOURS WILL BE BILLED TO THE USER AT \$75.00 PER HOUR.

Liability Insurance: Please contact Bas Bleu for additional information

All other Services and Products

On terms and at a rate agreed upon by Bas Bleu and the User.

Questions:

Tricia Navarre
Production Manager
Bas Bleu Theatre
401 Pine St.
Fort Collins, CO 80524-2433
970-498-8949
tricia@basbleu.org

DDA User

Bas Bleu Theatre Representative

Date