

# Fred Kavli Theatre Technical Information



BANK OF AMERICA  
**PERFORMING  
ARTS CENTER**  
THOUSAND OAKS

# Fred Kavli Theatre

## General Manager

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## Technical Operations Manager

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## Mailing Address

2100 Thousand Oaks Blvd.  
Thousand Oaks, CA 91362

## PARKING

### Structure

723 parking spaces  
24 disabled spaces

### Loading Dock

23 parking spaces  
1 disabled space  
3 police spaces (No public parking)

## AUDITORIUM SEATING

Maximum Capacity:	1800 Seats
Orchestra Pit Lift:	72 Seats / 0 Wheelchairs
Orchestra Floor:	733 Seats / 10 Wheelchairs
Founders Circle & Boxes:	191 Seats / 4 Wheelchairs
Mezzanine & Boxes:	414 Seats / 10 Wheelchairs
Balcony:	390 Seats / 6 Wheelchairs
2 Viewing Rooms, each:	9 Seats / 1+ Wheelchairs

## STAGE DIMENSIONS

Variable Proscenium Opening:	40' to 56' wide
Proscenium Height:	35'
Curtain Line to Upstage Wall (Stage Depth):	47'
Curtain Line to Apron Edge:	10'
Orchestra Lift Depth (On Centerline):	11'- 6"
Stage Width:	118'
Proscenium Arch to Stage Left Wall:	32'
Proscenium Arch to Stage Right Wall:	30'
Grid Height:	86'- 6"
Scene Dock (Depth x Width):	26' x 60'

## BACKSTAGE FACILITIES

Loading Dock Capacity:	3 Trailers / Production Vans
Loading Dock Address:	225 S Conejo School Rd Thousand Oaks, CA 91362

Green room with kitchenette  
Rehearsal / dance warmup room (34' x 41') including mirrored wall, ballet barre, and sprung floor  
Costume maintenance shop and laundry room  
Road manager's office, crew office and lounge

## DRESSING ROOMS

All dressing rooms have makeup mirrors, counters, wardrobe hanging racks, lockers, sink(s), toilet(s), and shower(s), and are served by an elevator and staircases. Dressing rooms are ADA accessible, except as noted below.

### Stage Right:

Headliner Suite  
Artist Suite (2 person)  
Change Room (upstage right, 2 person)

### Lower Level:

(4) Featured Player Dressing Rooms (2 person)  
2 are not ADA accessible  
(1) Small Chorus Dressing Room (17 person)  
(1) Large Chorus Dressing Room (33 person)  
Makeup/Performer Stations: 64 total

**Furniture in the Headliner Suite, Arist Suite, and Green Room may not be relocated or moved. Furniture cases and gondolas must remain in hallways. Please use painter's tape for your signage.**

## ORCHESTRA PIT

80 Musician capacity, in stepped pit. ADA accessible.

## ORCHESTRA PIT LIFT

Spiral lift type: 50 lbs/sq.ft. live load lifting capacity at 8-10 feet per minute and 125 lbs/sq.ft. static carrying capacity.  
The seating wagon (rows AA, BB & CC) is moved on a wheeled dolly.

## ORCHESTRA SHELL

Encloses a maximum of 1550 square feet behind the proscenium. Eleven floor-mounted, castered, nesting side towers are stored upstage on scene dock. Ceiling panels and clouds fly and store overhead.

## HOUSE PIANOS

Steinway Model D - 9' Concert Grand (A441/442)  
Yamaha CFIII - 9' Concert Grand/Midi Player (A440)  
Yamaha CF-3 - 6'-1" Grand (In Founders Room)  
Yamaha 48" Upright Rehearsal Piano  
Kawai Upright Rehearsal Piano

STAGE DRAPERY	WIDTH	HEIGHT	FULLNESS	MATERIAL	COLOR
House Curtain	73'	41'	75%	Velour	Red
Teaser	83'	20'	75%	Velour	Red
Border #1	83'	16'	Flat	Velour	Black
Borders #2, 3, 4, 5	83'	10'	Flat	Velour	Black
Border #6	60'	10'	Flat	Velour	Black
Legs (pairs) #1, 2, 3, 4, 5, 6	14'	32'	Flat	Velour	Black
Midstage Traveler	68'	32'	50%	Velour	Black
Upstage Traveler	84'	32'	50%	Velour	Black
Scrim (Sharkstooth)	83'	31'	Flat	Seamless	Black
Cyclorama / Rear Projection Screen	70'	36'	Flat	Plastic	White
Tabs (2 Each)	33'	32'	Flat	Velour	Black
Blackout Drops (2 Each)	44'	43'	Flat	Velour	Black

## RIGGING

- (1) Motorized Fire Curtain
- (2) Motorized Electrics - #1 & 1A
- (3) Motorized Orchestra Shell Ceilings
- (3) Single Purchase Counterweight Orchestra Shell Clouds
- (1) Single Purchase Cyclorama Electric
- (1) Double Purchase Cyclorama / Rear Projection Screen
- (4) Double Purchase Counterweight Tab Battens
- (2) Single Purchase Counterweight Tab Battens
- (53) Single Purchase Counterweight Linesets, including:

- |                     |                           |
|---------------------|---------------------------|
| (1) House Curtain   | (1) Projection Screen     |
| (1) Teaser          | (1) Midstage Traveler     |
| (1) Blackout Drop   | (1) Upstage Traveler      |
| (6) Borders         | (1) Scrim                 |
| (6) Legs (pairs)    | (33) General Purpose      |
| (1) Concert Curtain | (33) 5/8" Spotting Blocks |

## ARBOR CAPACITIES

Tabs and Linesets:	1825#
Electrics:	2350#
Shell Clouds:	2350, 2405, 2870#
Counterweight Hoist:	1300#

Locking rail and loading platform are stage right  
Fly floors are stage right and left with upstage crossover

## LIGHTING THROW DISTANCES - To Curtain Line

Followspot Booth	120'
Mezzanine Control Room	106'
Balcony Front Rail	94'
Founders Circle/ Mezzanine Front Rail	64'
Lighting Catwalk #2	93'
Lighting Catwalk #1	75'
Side Slot #2	70' - 100'
Side Slot #1	30' - 70'

## ROAD COMPANY &

### TELE-PRODUCTION ACCOMMODATIONS

- (1) Front-of-house lighting circuit intercept panel (backstage patch)
- (3) 400A company switches, 120/208 VAC, 3<sup>ø</sup>/5w Posi-Lok (Cam-Lok) and lug connections, DSL
- (2) 200A company switches, 120/208 VAC, 3<sup>ø</sup>/5w Posi-Lok (Cam-Lok) and lug connections, USL/USR
- (1) 200A sound switch, 120/208 VAC, 3<sup>ø</sup>/5w Posi-Lok (Cam-Lok) and lug connections, MSL Power conditioner and isolated supply
- (1) 60A aux switch, 120/208 VAC, 3<sup>ø</sup>/5w Posi-Lok (Cam-Lok) and lug connections, grid-level
- (2) 225A production van switches, 120/208 VAC, 3<sup>ø</sup>/5W Posi-Lok (Cam-Lok) and lug connections Loading dock breezeway, with power conditioners
- (1) Cable trench from loading dock to DSL
- (1) Cable tunnel from DSL to FOH audio mix position at rear of orchestra floor. **150' run to FOH.**

**See stage plot for exact position of company switches**

### STAGE LIGHTING CONTROL SYSTEM

- (468) 2.4KW Strand CD-80 Dimmers
- (26) 6.0KW Strand CD-80 Dimmers
- (1) ETC ION control board with 2 x 20 fader wing
- (1) ETC EOS programming wing
- (1) ETC Nomad Puck for remote monitoring at DSR stage manager's panel (can be moved to a tech table)
- (2) Touch screen monitors
- (1) ETC Radio focus remote
- (2) ETC Net3/sACN gateways, one with 4 DMX outputs, one with 3 DMX outputs and 1 DMX input.

### ONSTAGE FACILITIES

Compressed air outlets in all four corners of stage  
Service sink USL  
30' x 50' area of stage floor is trappable to room below

## LIGHTING INSTRUMENT INVENTORY

QTY.	ITEM	LAMP	WATTAGE	MAKE/MODEL
2	Follow Spotlight	HMI	2.5 kW	Lycian SuperStar 2.5 Model No. 1278
2	Follow Spotlight	XENON	2.5 kW	Strong Gladiator II
165	Source Four Body	HPL	750 W	ETC
22	Source Four 10° Lens Tube			ETC
32	Source Four 19° Lens Tube			ETC
72	Source Four 26° Lens Tube			ETC
39	Source Four 36° Lens Tube			ETC
1	Source Four Drop-In Iris			ETC
72	Source Four PAR with VNSP, NSP, MFL, and WFL lenses	HPL	750 W	ETC
14	5° Ellipsoidal Spotlight	FEL	1 kW	Colortran Model No. 650-082
24	10° Ellipsoidal Spotlight	FEL	1 kW	Strand Model No. 2123
3	8" Fresnel Spotlight	BTN	1 kW	Strand Model No. 3480
10	Cyc Flood, 3 Cells Per Fixture	FFT	1 kW	Strand Model No. 5913 (12"x16" gel frame)

A small additional inventory of lighting instruments, lens tubes, and accessories is available. Please contact the venue with your specific needs.

All units are supplied with color frame(s), safety cable(s), and 20A stage pin connectors.

A limited selection of gobos and holders is available.

Stage pin, Edison, and 5-pin DMX cables are available as needed.

### AUTOMATED LIGHTING (Available at additional cost)

(10) High End Systems – SolaSpot 1000

(10) High End Systems – SolaWash 37

(1) Look Solutions Unique 2.1 Water-Based Hazer

(4) 10' Sections of 12"x18" Black Tomcat Truss, with connecting hardware

(4) CM Lodestar 1 Ton Chain Hoists

Motor cables and controller, DMX cables, and power will be supplied as needed

## SOUND SYSTEM

### MIXERS

Digico SD8 digital mixing console with built-in FX, compressors, gates, and EQs. Stealth Core 2 software V1619

**\*\*The venue does not have a monitor console\*\***

### FLOWN ARRAY

- (9 per side) L-Acoustics K2  
Tri-amped, full range, left and right arrays
- (12) L-Acoustics KARA  
Two-way center array

### SUBS/INFILL (GROUND STACKS)

- (3 per side) L-Acoustics ARCS WIDE, 2-way
- (3 per side) L-Acoustics SB28 dual 18" subwoofers

### FRONT FILLS

- (6) L-Acoustics 8XTi

### AMPLIFIERS

- (11) L-Acoustics LA8 1800-watt 4-channel amplified controller
- (1) L-Acoustics LA4X 1000-watt 4-channel amplified controller
- (6) QSC PL236 3600-watt 2-channel amplifier

### MONITORS

- (6) JBL MR805
- (4) EAW JF100E (4)
- (4) EAW KF650z
- (4) EAW SB150zR

### REPRODUCTION & PLAYBACK EQUIPMENT

Apple Mac Mini with QLab V5  
Logic Pro for Mac (Archival recordings only, where possible)

### PROJECTION SCREENS

- (1) Draper 13.5' x 24' widescreen projection screen frame
  - (1) Matte white XT100V front projection surface
  - (1) Matte rear projection surface

## MICROPHONES / DIRECT INPUT

- (1) Shure Beta 91A
- (2) AKG 414
- (6) Shure SM81
- (5) Crown PCC-160
- (8) Shure SM58
- (3) Shure B58A
- (2) Shure SM57
- (2) Shure B57
- (6) Shure Beta 57A
- (1) Shure 98
- (2) Shure Beta 98
- (1) Shure Beta 52
- (4) Sennheiser 421
- (4) Audio-Technica 853 choral microphones
- (5) Radial J48 Mono Active DI
- (1) Radial J48 Stereo Active DI
- (1) Radial Pro AV2 Multimedia DI
- (6) Whirlwind Passive Direct Input Boxes

### Wireless (rental fees apply):

- (2 channels) Shure UR4D+
- (2) Shure UR2 B58 Handheld - \$70 each
- (2) Shure UR1 Bodypack Transmitter
  - (2) Countryman B3 - \$70 each
  - (2) Countryman E6 - \$90 each

## INTERCOM AND BACKSTAGE PAGING SYSTEM

Clear-Com analog single-channel intercom system, with common-talk capability and signaling light. Belt packs can be located on the stage, at FOH, and at the spot booth.

Backstage program and paging audio distribution

## PATCHING SYSTEMS

CCTV video, audio, and effects loudspeaker patch points are located throughout the venue. A patch bay is available.

## ACCESSORIES

- Loudspeaker, microphone, and video extension cables
- Floor, boom, and tabletop microphone stands
- (1) Rapco 50' 12/4 XLR snake
- (1) Rapco 100' 12/4 XLR snake

## HEARING-IMPAIRED SYSTEM

Listen Technologies LT800 transmitter  
Listen Technologies 72 MHZ receivers

# FRED KAVLI THEATRE

## STAGE ELECTRICAL CIRCUIT SCHEDULE

Location	2.4kW Circuits	6.0kW Circuits
Follow Spot Booth		469 - 470
Upper Balcony Rail	1 - 18	471 - 472
Mezzanine Rail	19 - 36	473 - 474
Mezzanine Control Room		475 - 476
Lighting Control Booth	37 - 38	477 - 478
#2 AP / Catwalk	39 - 68	479 - 480
#1 AP / Catwalk	69 - 98	481 - 482
#1 Side Slot - House Right	99 - 106	
#2 Side Slot - House Right	107 - 114	
#1 Side Slot - House Left	115 - 122	
#2 Side Slot - House Left	123 - 130	
Orchestra Pit	131 - 142	
Front of House Intercept Panel	1 - 142	469 - 482
Tormentor - Downstage Left	143 - 148	483 - 484
Floor Pockets - Stage Left 4@4 circuits each	149 - 164	
PT Boxes - Stage Left 4@4	149 - 164	
Tormentor - Downstage Right	165 - 170	485 - 486
Floor Pockets- Stage Right 4@4	171 - 186	
Up Stage Pigtail Boxes 4@4	187 - 202	
Fly Floor - Stage Left 2@6	203 - 214	
Tab Drop Boxes - S.L. 5@4	215 - 234	
Fly Floor - Stage Right 2@6	235 - 246	
Tab Drop Boxes - S.R. 5@4	247 - 266	
#1 Electric	267 - 302	487 - 488
#2 Electric	303 - 318	
S.L. Drop Boxes 9@6	319 - 372	
S.R. Drop Boxes 9@6	373 - 426	
#3 Electric Pipe - Sky Drops	427 - 456	
Upstage Scene Dock	457 - 464	489 - 492
Gridiron Pigtail Boxes	465 - 468	493 - 494

# Fred Kavli Theatre

## STAGE RAIL SCHEDULE

#	FROM PL	PIPE NAME	LENGTH
1	1' - 0"	Red Valance	68' - 0" + Bri. / Ext.
4	2' - 3"	House Curtain (Cannot Be Moved)	74' - 0"
5	3' - 3"	General Purpose (House Border #1)	84' - 0" + Ext.
6	3' - 11"	General Purpose (House Legs #1)	84' - 0" + Ext.
7	4' - 7"	General Purpose	84' - 0" + Ext.
8	5' - 3"	House Electric #1 (Motorized Raceway)	68' - 0" (Max. Out Trim: 43' 7")
	6' - 0"	Shell Cloud #1 (Permanently Installed)	
	6' - 4"	Shell Ceiling #1 (Permanently Installed)	
11	6' - 11"	House Electric #1a (Motorized Raceway)	68' - 0" (Max. Out Trim: 43' 7")
12	7' - 11"	General Purpose	68' - 0" + Bri. / Ext.
13	8' - 7"	General Purpose	68' - 0" + Bri. / Ext.
14	9' - 3"	General Purpose	68' - 0" + Bri. / Ext.
15	9' - 11"	General Purpose	68' - 0" + Bri. / Ext.
16	10' - 7"	General Purpose (House Border #2)	68' - 0" + Bri. / Ext.
17	11' - 3"	General Purpose (House Legs #2)	68' - 0" + Bri. / Ext.
18	11' - 11"	General Purpose	68' - 0" + Bri. / Ext.
19	12' - 7"	General Purpose	68' - 0" + Bri. / Ext.
20	13' - 3"	General Purpose (House Electric #2)	68' - 0" + Bri. / Ext.
21	13' - 11"	General Purpose	68' - 0" + Bri. / Ext.
22	14' - 7"	General Purpose	68' - 0" + Bri. / Ext.
23	-	Stage Left Tab Ladder #1	33' - 8"
	15' - 7"	Shell Cloud #2 (Permanently Installed)	
	16' - 0"	Shell Ceiling #2 (Permanently Installed)	
25	16' - 7"	General Purpose	68' - 0" + Bri. / Ext.
26	17' - 3"	General Purpose	68' - 0" + Bri. / Ext.
27	17' - 11"	General Purpose (House Border #3)	68' - 0" + Bri. / Ext.
28	18' - 7"	General Purpose (House Legs #3)	68' - 0" + Bri. / Ext.
29	19' - 3"	General Purpose	68' - 0" + Bri. / Ext.
30	19' - 11"	General Purpose	68' - 0" + Bri. / Ext.
31	20' - 7"	General Purpose (House Electric #3)	68' - 0" + Bri. / Ext.
32	21' - 3"	General Purpose	68' - 0" + Bri. / Ext.
33	21' - 11"	Mid-Stage Traveler (Cannot Be Moved)	68' - 0" + Bri. / Ext.
34	22' - 7"	General Purpose	68' - 0" + Bri. / Ext.
35	23' - 3"	General Purpose	68' - 0" + Bri. / Ext.
36	23' - 11"	General Purpose	68' - 0" + Bri. / Ext.
37	-	Stage Right Tab Ladder #1	33' - 8"
	24' - 11"	Shell Cloud #3 (Permanently Installed)	
	25' - 4"	Shell Ceiling #3 (Permanently Installed)	
39	25' - 11"	General Purpose (House Border #4)	68' - 0" + Bri. / Ext.
40	26' - 7"	General Purpose (House Legs #4)	68' - 0" + Bri. / Ext.
41	27' - 3"	General Purpose	68' - 0" + Bri. / Ext.
42	27' - 11"	General Purpose	68' - 0" + Bri. / Ext.
43	28' - 7"	General Purpose (House Electric #4)	68' - 0" + Bri. / Ext.
44	29' - 3"	General Purpose	68' - 0" + Bri. / Ext.
45	29' - 11"	General Purpose	68' - 0" + Bri. / Ext.
46	30' - 7"	General Purpose	68' - 0" + Bri. / Ext.
47	31' - 3"	General Purpose	68' - 0" + Bri. / Ext.
48	31' -11"	General Purpose	68' - 0" + Bri. / Ext.

49	32' - 7"	General Purpose (House Border #5)	68' - 0" + Bri. / Ext.
50	33' - 3"	General Purpose (House Legs #5)	68' - 0" + Bri. / Ext.
51	33' - 11"	General Purpose (House Black Scrim)	68' - 0" + Bri. / Ext.
52	34' - 7"	General Purpose	68' - 0" + Bri. / Ext.
53	35' - 3"	Cyclorama Electric (Raceway)	68' - 0" (Max. Out Trim: 57')
54	35' - 11"	General Purpose	68' - 0" + Bri. / Ext.
55	36' - 7"	General Purpose	68' - 0" + Bri. / Ext.
56	37' - 3"	General Purpose	68' - 0" + Bri. / Ext.
57	37' - 11"	General Purpose (House Border #6)	68' - 0" + Bri. / Ext.
58	38' - 7"	General Purpose (House Legs #6)	68' - 0" + Bri. / Ext.
59	39' - 3"	General Purpose	68' - 0" + Bri. / Ext.
60	39' - 11"	General Purpose	68' - 0" + Bri. / Ext.
61	40' - 7"	General Purpose	84' - 0" + Ext.
62	41' - 3"	General Purpose	84' - 0" + Ext.
63	41' - 11"	General Purpose	84' - 0" + Ext.
64	42' - 7"	Upstage Traveler (Cannot Be Moved)	84' - 0" + Ext.
65	43' - 3"	Cyclorama (Cannot Be Moved)	84' - 0" + Ext.
67	-	Stage Right Tab Batten #3	33' - 8" + Ext.
68	-	Stage Right Tab Batten #2	84' - 0" + Ext.
69	-	Stage Left Tab Batten #2	84' - 0" + Ext.
70	-	Stage Left Tab Batten #3	84' - 0" + Ext.
71	-	(Located Under Upstage Catwalk)	68' - 0" On Manual Winch
72	-	(Located Over Loading Bay)	54' - 0" On Manual Winch
73	-	(Located Over Loading Bay)	54' - 0" On Manual Winch

Typical pipe is a 7-line set

Lift lines are 10' - 4" O.C.

Ext. = Accepts 3' 0" extension on both ends

Bri. / Ext. = Accepts 3' 0" extension or 8' 0" bridled on both ends



# RENTAL RATE CARD



Effective July 1, 2023

RENTAL RATES – FRED KAVLI THEATRE (1,800 SEATS)	Monday - Thursday	Friday - Sunday
Daily Rental Rate	2,500	3,250
Additional Performance – Same Day	1,250	1,625
Non-Performance Day Load-In/Tech/Rehearsal	1,250	3,250
Educational School Performance (no public sales)	1,250	N/A
Additional Educational School Performance – Same Day	625	N/A
Weekly Rental Rate (7 consecutive days)	11,850	
Kavli Theatre Rehearsal Room	250	N/A

RENTAL RATES – JANET & RAY SCHERR FORUM THEATRE (394 SEATS)	Monday - Thursday	Friday - Sunday
Daily Rental Rate	500	700
Additional Performance – Same Day	250	350
Non-Performance Day Load-In/Tech/Rehearsal	250	700
Educational School Performance (no public sales)	250	N/A
Additional Educational School Performance – Same Day	125	N/A
Weekly Rental Rate (7 consecutive days)	2,500	

COMMUNITY RENTAL RATES** – SCHERR FORUM THEATRE (394 SEATS)	Monday - Thursday	Friday - Sunday
Daily Rental Rate	400	560
Additional Performance – Same Day	200	280
Non-Performance Day Load-In/Tech/Rehearsal	200	560
Educational School Performance (no public sales)	200	N/A
Additional Educational School Performance – Same Day	100	N/A

\*Community rental rate is available for Thousand Oaks-based nonprofit organizations.

RENTAL RATES – FOUNDERS ROOM, LOBBIES, PLAZAS AND PARK	Monday - Thursday
Founders Room (located off of the Kavli Theatre lobby) *	250
Fred Kavli Theatre Lobby*	500
Janet & Ray Scherr Forum Lobby*	250
Scherr Forum Outdoor Plaza (upper Plaza cannot be rented for events)	500
Licata Lounge and Mezzanine Patio	250
Carpenter Park	300

\*Rental is subject to cancellation on 48 hours' notice if the Fred Kavli Theatre or Scherr Forum Theatre is booked for an event.

RENTAL RATES – FILM, TELEVISION AND COMMERCIAL SHOOTS (DAILY)	Monday - Thursday	Friday - Sunday	
Film, Television and Video Shoots	– Fred Kavli Theatre	3,500	3,500
	– Scherr Forum Theatre	1,500	1,500
	– Theatre Lobbies, Plaza Grounds	3,500	3,500
Still Photography Shoots	– Fred Kavli Theatre	1,500	N/A
	– Scherr Forum Theatre	600	N/A
	– Theatre Lobbies, Plaza Grounds	600	N/A

MISCELLANEOUS FEES	Rate	Per –	
Liability Insurance	– Fred Kavli Theatre	Call for Quote	
	– Scherr Forum Theatre	Call for Quote	
Merchandise Sales	– Recorded Goods***	90%/10%	
	– Soft Goods***	85%/15%	
	– Venue Sellers	100	Per Seller
Parking Fees	– Patron Parking	15	Per Vehicle
	– Fred Kavli Theatre Parking Garage Buyout	3,700	Per Performance
	– Scherr Forum Theatre Parking Garage Buyout	450	Per Performance

\*\*\*Artist is responsible for payment of California sales tax.

REIMBURSABLE LABOR RATES		Rate	Per –
Technical Services	– Stage Supervisor	73	Per Hour
	– Head Carpenter	69	Per Person, Per Hour
	– Stage Hands	35	Per Person, Per Hour
	– Follow Spot Operator	35	Per Person, Per Hour
Front-of-House	– Supervisor (Fred Kavli Theatre)	350	Per Performance
	– Supervisor (Scherr Forum Theatre)	150	Per Performance
	– Staff Usher Captains (Fred Kavli Theatre only)	20	Per Person, Per Hour
	– Events in Founders Room, Lobbies and Outdoor Plazas	120	Initial 4 Hours
		20	Per Hour Over 4 Hours
Maintenance	– Fred Kavli Theatre	800	Per Performance
	– Fred Kavli Theatre	360	Per Rehearsal
	– Scherr Forum Theatre	200	Per Performance/Rehearsal
	– Founders Room, Lobbies, and Outdoor Plazas	120	Per Use
	– Custodian/Porter Service	30	Per Person, Per Hour
Utility Fee	– Per Performance	100	50
Orchestra Shell	– Per Performance	700	N/A
Piano Rental	– Per Performance Rental and Tuning	250	250
	– Additional Tuning	250	250
Wireless Microphones (per performance)	– Hand-Held or Lavalier	70	70
	– E-6 Earset	90	90
Video Projector	– Daily Rental (8.5K/14K)	400/800	400/800
	– Weekly Rental (8.5K/14K)	600/2,400	600/2,400
Intelligent Lighting Package (SolaSpot/SolaWash fixtures)	– Each Fixture, Per Day	150	150
	– Daily Rental (10 fixtures/20 fixtures)	1,250/2,500	1,250/2,500
	– Weekly Rental (10 fixtures/20 fixtures)	2,500/5,000	2,500/5,000
BOX OFFICE FEES		Kavli Theatre	Scherr Forum
Service Fee (per performance)		750	150
Box Office Agent Services (Beyond normal Box Office hours)		25 per hour	25 per hour
Ticket Printing Fee (per performance – when required for crowd control)		300	85
VIP Event or Meet & Great Creation		250	100
Facility Fee (non-ticketed events – per performance)		450	100
Facility Fee (per ticket, including consignment tickets, valued at \$0.01 to \$15)		2	2
Facility Fee (per ticket, including consignment tickets, valued at \$15.01 or higher)		5	5
Facility Fee – Subscription Tickets (per ticket, including consignment tickets and print fee)		4	4
Consignment Tickets (per ticket)		2.50	2.50
Subscription Orders (per subscription order)		8	8
Group Sales Fee (% of gross receipts)		10%	10%
Credit Card Fees – American Express (variable fee)		3.25%	3.25%
Credit Card Fees – Mastercard, Visa (variable fee)		3.00%	3.00%

- **CONSIGNMENT TICKETS** – Consignment tickets may be sold or distributed by the rental client but may not be sold or distributed through any third-party computerized ticketing company or e-commerce system.
- **FACILITY FEE** – Up to 144 complimentary tickets per performance in the Kavli Theatre and up to 32 complimentary tickets per performance in the Scherr Forum Theatre will be exempt from the facility fee. Facility fees for tickets sold on consignment will be included as a charge on the performance settlement.
- **TICKET PRINTING** – All tickets must be printed and issued by the Bank of America Performing Arts Center Thousand Oaks box office. In order to ensure attendance does not exceed capacity, CAD staff may require printed tickets to be distributed for events that are open for general entry at no cost.

**For More Information  
Please Contact:**

APRIL CARTER  
Rental Coordinator  
805.449.2707  
[acarter@toaks.org](mailto:acarter@toaks.org)