NORTHWEST FLORIDA STATE COLLEGE - MKAC
FACILITY RENTAL FEES
FISCAL YEAR 2025.2026

RENTAL CLASSIFICATION

(CLASS A) Classification A, Tax Exempt, not-for-profit community organization

(CLASS B) Classification B, for profit organization, agency or private enterprise

REHEARSAL / PERFORMANCE DEFINITION

(Reh) Rehearsal is defined as a contractually stipulated block of time as negotiated, when the Mattie Kelly Arts Center is used for a purpose not defined as a performance. The presence of more than 25 persons, other than performers, technicians, crew or designers, in the audience shall convert a rehearsal to a performance and the Lessee shall thereupon pay the performance rate.

(Perf) Performance is defined as any contractually stipulated block of time in any 24-hour period when the Mattie Kelly Arts Center is used for an event attended by persons other than performers or technicians.

FACILITY RENTAL FEES - Arts Center

Rental of the facility includes a standard lighting house plot and use of one each male / female chorus dressing rooms. Additional lighting and additional dressing room service will require an additional charge.

FACILITY	AREA		CLASS A Reh/Perf	CLASS B Reh/Perf	PERIOD OF TIME
Main Theatre	Seating Capacity:	1650 (+ -)	$700/$1,400	$1,000/$,1900	4 hours
Main Theatre, Floor only	Seating Capacity:	1150	$600/$1,200	$800/$1,500	4 hours
Black Box Theatre	Seating Capacity:	187 - 200	$400/$800	$600/1,100	4 hours
Large Art Gallery	Seating Capacity:	243	$200	$400	4 hours
Small Art Gallery	Seating Capacity	147	$150	$300	4 hours
Art History Lab	Seating Capacity:	45	$200	$400	4 hours
Orchestra Rehearsal Hall	Seating Capacity:	100	$100	$200	4 hours

NORTHWEST FLORIDA STATE COLLEGE
2021-2022
FACILITY RENTAL FEES

FACILITY RENTAL FEES - Arts Center (Continued)

FACILITY	AREA		CLASS A Reh/Perf	CLASS B Reh/Perf	PERIOD OF TIME
Recording Studio, per hour (4-hr. minimum Renter provides Recording medium, e.g. cd's)			$ 50	$ 100	4 hours
Classroom	Seating Capacity:	45	$ 50	$ 100	4 hours
Tyler Recital Hall	Seating Capacity:	125	$ 300	$ 600	4 hours
Dance Studio	Seating Capacity:	75	$ 200	$ 400	4 hours
Circus Area	Seating Capacity:	250	$ 250	$ 500	4 hours
Theatre Lobby (one floor)	Seating Capacity:	250	$200/$125	$400/$250	4 hours
Amphitheatre	Seating Capacity	3000	$1000	$2000	flat

ADDITIONAL FACILITY RENTAL FEES

INSURANCE: **Fee determined by the College Insurance Consortium.**

CUSTODIAN: An additional labor charge of $40 per hour per will be charged when more than four (4) hours are required for facility cleaning after an event.

NORTHWEST FLORIDA STATE COLLEGE
2021-2022
FACILITY RENTAL FEES

PERSONNEL	PER HOUR	MINIMUM
Ushers / ticket takers	$35.00	4 hours
House Manager / Box Office Manager	$40.00	4 hours
Custodian / labor	$40.00	4 hours
Recording Engineer	$40.00	4 hours
Recording Technician	$40.00	4 hours
Electrician, Stage Hand	$40.00	4 hours
Stage / Lighting / Sound Technician	$40.00	4 hours
Tech Operations Manager	$50.00	4 hours
Ticket Office Personnel	$40.00	4 hours
Parking / Security Personnel	$250	Flat Rate
Concessions Personnel	$150	Flat Rate

Personnel Charges – other college areas (Information Technology)

Network/Telecommunication Personnel	$50.00	1 hour*
Audio/Visual personnel	$50.00	1 hour*

*** Travel time to locations other than the Niceville campus must be added to the minimum.**

SERVICE AND EQUIPMENT FEES

Audio/Visual (per event)	$300
Grand Piano (tuning extra)	$200
Piano Tuning	$150
Upright Piano (tuning extra)	$120

NORTHWEST FLORIDA STATE COLLEGE
2021-2022
FACILITY RENTAL FEES

Orchestra Shell (per event)	$300
Orchestra Pit Seating	$300
Harlequin Cascade dance floor (per event)	$300
Green Room (per day)	$100
Theatrical drops (per event)	$200
Lighting Ques (up to 35)	$N/C
Greater than 35 Lighting Ques	$200 (not to exceed 150)
RP Screen	$200
Bass Amp / or auxiliary amp equipment (per event)	$50
Star Dressing Room (each, per day)	$50
Follow-spots (not including operator)	$100
Concessions service fee	$100
Wireless Microphones (each)	$20
Microphones (each)	$15
Color Media for Stage Lighting (per sheet)	$15
Choral Risers (per event)	$200
Band Risers (per event)	$200
Music Stands (per dozen)	$10
Tables (each)	$20
Chairs (per dozen)	$10
Table cloths, towels (each, per use)	$10
Fogger/Hazer	$50
Automated Light (per unit/ event)	$100
Ticket Sales Commission	5%
Gaffing Tape	$15 per roll

SERVICE AND EQUIPMENT FEES – other college areas (Information Technology)

Network/Telephone Equipment (part of personnel costs, dependent on Availability)
Audio/Visual Equipment (part of personnel cost, dependent on availability)

NORTHWEST FLORIDA STATE COLLEGE
2021-2022
FACILITY RENTAL FEES

INSURANCE: Fee determined by the Community College Insurance Consortium

RENTING ORGANIZATIONS *MAY NOT* BRING ANY FOOD, DRINKS, OR EQUIPMENT INTO THE FACILITY WITHOUT WRITTEN PERMISSION FROM THE COLLEGE. WHEN APPROVAL IS GRANTED FOR FOOD FROM AN OUTSIDE VENDOR PLEASE PROVIDE PROPER LICENSES.

RENTAL ORGANIZATIONS PLEASE NOTE WE PROVIDE VENUE AND NEGOTIATED TECHNICAL EQUPMENT NEEDS ONLY. YOU ARE RESPONSIBLE FOR THE FEES ASSOCIATED WITH PRESENTING YOUR ARTIST.