

<b>Services</b>	<b>Regular</b>	<b>Community Partner</b>	<b>Local Nonprofit</b>
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Non Theatrical set/tear down	\$200 per event	\$200 per event	\$200 per event
Theatrical setup in KCT	\$400 per event	\$400 per event	\$400 per event
Founder's Room Meeting	\$100 per event	\$100 per event	\$100 per event
Founder's Room Dinner	\$200 per event	\$200 per event	\$200 per event
Day of event setup changes	\$50 per hour	\$30 per hour	\$30 per hour
House Management			
for events in Thrivent Hall	\$800 per performance	\$300 per performance	\$200 per performance
for all other events	\$250 per event	\$150 per event	\$150 per event
Security Guard (when required)	\$20 per hour	\$20 per hour	\$20 per hour
(4 hour minimum)			
Bartender (3 hour minimum)			
for public, ticketed events	Included in Use Fee	Included in Use Fee	Included in Use Fee
for private events	\$30 per hour	\$30 per hour	\$30 per hour
Valet parking (2 attendant minimum)			
for public, ticketed events	Included in Use Fee	Included in Use Fee	Included in Use Fee
for private events *	\$100 per attendant	\$100 per attendant	\$100 per attendant
Stagehands ** (when required)	\$35 per hour	\$35 per hour	\$35 per hour
Box Office			
Ticketed Event Setup Fees	\$400 per event	\$200 per event	\$100 per event
Ticketed Printing Charges	10 cents per printed ticket	10 cents per printed ticket	10 cents per printed ticket
Credit Card Charges per order	3.50%	3.50%	3.50%
Facility Maintenance Fee	\$3 per printed ticket	\$3 per printed ticket	\$3 per printed ticket
Cleanup Deposits (when required)			
for Thrivent Financial Hall	\$600	\$600	\$600
for Kimberly Clark Theater	\$300	\$300	\$300
for Main Lobby	\$200	\$200	\$200
Dress Circle Lobby & Founders Room	\$100	\$100	\$100

**Details involving services and equipment must be finalized two weeks before event date. Changes made after the two week deadline may incur additional charges.**

**\*One (1) valet attendant needed per 100 guests**

**\*\*Minimums and other rules apply; please talk to your event coordinator for an estimate**

**REGULAR** – Any individual or organization who does not meet the Community Partner or Local Nonprofit requirements.

**COMMUNITY PARTNER** – Either an individual or organization with a presence and billing address in the Fox Cities, which includes the cities of Appleton, Kaukauna, Menasha and Neenah; the villages of Combined Locks, Kimberly and Little Chute; the towns of Buchanan, Freedom, Grand Chute, Greenville, Menasha, Neenah, Harrison, Clayton and Vandenbroek; or a Nonprofit (501c (3)) with principal offices of billing addresses outside the Fox Cities.

**LOCAL NONPROFIT** – Any organization that has been designed as a 501c(3) by the Internal Revenue Service can prove same by providing a copy of the IRS determination letter granting nonprofit status and having principal offices and a billing address in the Fox Cities. Qualified education institutions in the Fox Cities also qualify for the Local Nonprofit rate.

## Equipment

Regular

Community Partner

Local Nonprofit

Equipment	Regular	Community Partner	Local Nonprofit
Linen	\$10 per linen	\$7 per linen	\$7 per linen
Skirting	\$20 per skirt	\$18 per skirt	\$18 per skirt
Flip Chart & Markers	\$25 per event	\$15 per event	\$15 per event
Plasma TV	\$150 per event	\$75 per event	Included in Use Fee
LCD Projector	\$250 per event	\$100 per event	Included in Use Fee
DVD or VHS player	\$50 per event	\$20 per event	Included in Use Fee
18 x 24 Screen	\$100 per event	\$50 per event	Included in Use Fee
12 x 12 Screen	\$75 per event	\$25 per event	Included in Use Fee
6 x 8 Screen	\$50 per hour	\$15 per hour	Included in Use Fee
4 x 8 platform	\$25 per platform	Included in Use Fee	Included in Use Fee
Pipe and Drape	\$15 per drape	Included in Use Fee	Included in Use Fee
Red Carpet	\$50 per event	\$50 per event	\$50 per event
9' Steinway grand piano	\$300 per event	\$150 per event	\$150 per event
Steinway baby grand piano	\$200 per event	\$100 per event	\$100 per event
Console Piano	\$100 per event	\$50 per event	\$50 per event
Piano Tuning (Required for piano use)	\$110 per tuning	\$110 per tuning	\$110 per tuning
Thrivent House Sound Equipment	\$200 for 4 hours	\$150 for 4 hours	Included in Use Fee
Thrivent House Lighting Equipment	\$200 for 4 hours	\$150 for 4 hours	Included in Use Fee
Kimberly Clark House Sound Equipment	\$150 for 4 hours	Included in Use Fee	Included in Use Fee
Kimberly Clark House Lighting Equipment	\$150 for 4 hours	Included in Use Fee	Included in Use Fee
Portable Sound System	\$100 for 4 hours	Included in Use Fee	Included in Use Fee
Spotlight (Thrivent and K-C Theater)	2 included, then \$125 per	2 included, then \$125 per	2 included, then \$125 per
Phone Lines	\$75 per connection	\$75 per connection	\$75 per connection
Internet Lines	\$50 per location	\$50 per location	\$50 per location
Multi-Use Internet Lines	\$150	\$150	\$150
Wireless Internet Lines	\$180	\$180	\$180

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