

Facility Use per day

Sobrato Auditorium - *capacity 516*

- Performance \$575
- Load-in or rehearsal \$300
- Dark day \$150

Hammer4 Studio - *capacity 120*

- Event \$400
- Load-in or rehearsal \$200
- Dark day \$75

Terrace, Café/Patio, or main Lobby - *capacity 120*

- Large reception \$400 (4 hours)

Mercury News Lounge or Café - *capacity 20-40, depending on space*

- Small reception \$200 (4 hours)

All Events

- \$2.00 Capital Fund Fee per event ticket issued (\$1 SJSU events only)
- \$1.00 Capital Fund Fee per attendee for receptions, conferences, and festivals.

Ticketing Services

All box office services are provided by the Hammer Box Office, including window sales one hour prior to event and website listing.

Ticket fees charged to Patron

Service fees are added to ticket prices and paid by ticket buyer. Publicized ticket prices must include all fees.

- \$0.00 for free tickets
- \$1.00 per ticket for tickets priced \$0.01 to \$19.99
- \$2.00 per ticket for tickets priced \$20 to \$29.99
- \$3.00 per ticket for tickets priced \$30 to \$39.99
- ...and so on up to a maximum of \$10 per ticket for tickets priced \$100 and up



Labor (4-hour minimum)

Front of House per hour

- Performance/Event \$125
- Reception/Conference/Festival \$100
- Lobby Security \$150

Stage Personnel per hour

- Production Manager \$75
- Lighting/Sound/Video Supervisor \$45
- SJSU technician \$30
- IATSE Technician approx. \$75
 - charges as billed by IATSE

**Daily overtime applies; time-and-one-half after 8 hours; double time after 12 hours, SJSU and Union-recognized holidays.*

Custodial per hour

- Rehearsal/Performance/Event \$65
- Reception/Conference/Festival \$65

Event Manager fee

- Required based on event needs \$250

Catering

All food & beverage services are provided by Spartan Eats. If you wish to bring in other catering, Spartan Eats holds the first right of refusal with a minimum 30 day notice.

Insurance

- Client must provide a certificate of General Liability Insurance.
- If Client is an employer and employees are on premises, Client must provide proof of current Workers' Compensation and Employer's Liability Insurance at statutory limits.
- Insurance requirement details provided during contracting process for event.

Equipment Charges

- Wireless microphone \$20 each for 1-3 days, \$40 each for up to 7 days
- Audio Package
 - Sobrato, \$500 for 1-3 days, \$1000 for up to 7 days. *Charged when multiple microphones / monitors are necessary*
 - All other spaces, \$150 for 1-3 days, \$300 for up to 7 days
- Video Package
 - Sobrato, \$500 for 1-3 days, \$1000 for up to 7 days
 - Hammer4 Studio, \$250 for 1-3 days, \$500 for up to 7 days
 - Projector and screen use
 - Live-streaming requires additional labor
- Terrace Nighttime outdoor theatrical lighting \$1,250
- Video/Audio (archival) recording \$120 per performance
- Marley dance floor \$675
 - (prior to client load-in only) includes install labor, tape, cleaning, and strike labor.
- Piano tuning, as billed, approx. \$250

Deposit - A non-refundable deposit, 50% of estimated event expenses, is required upon signing of the contract.

Rush Booking fee - Any request made under 30 days in advance of event date is subject to a rush booking fee of 5% of proposed charges