



Alex Mustakas • Artistic Director

# ST. JACOBS COUNTRY PLAYHOUSE

## RENTAL INFORMATION PACKAGE



40 Benjamin Rd. E., Waterloo, ON, N2V 2J9

Box Office: 519-747-7788

Toll Free: 1-855-372-9866

[stjacobscountryplayhouse.com](http://stjacobscountryplayhouse.com)

For space availability, rental estimates, reservations, technical specifications and further information on fees and schedules, please contact: **Karen De Iuliis**, Groups, Events and Rentals Manager 519-621-5511 ext. 246. [karend@draytonentertainment.com](mailto:karend@draytonentertainment.com)

# ST. JACOBS COUNTRY PLAYHOUSE

## ABOUT

Located in the heart of St. Jacobs Country and bordering the city of Waterloo, the St. Jacobs Country Playhouse has quickly become a source of tremendous pride for the community. Operating year-round, the 398-seat venue features turn-of-the-century masonry and heavy timber accents associated with the traditional Mennonite lifestyle. The Playhouse is available for rentals at competitive rates for your concerts, recitals, dance competitions, special events, lectures or theatrical productions. We have professional staff on hand to ensure all your production requirements are met and your event is a success.

## THEATRE INFORMATION

House capacity: 398 seats, including wheelchair positions  
Orchestra section: 334 seats  
Balcony/boxes: 64 seats

The St. Jacobs Country Playhouse is wheelchair accessible. There is no elevator to balcony seating. The box office, restrooms, coat check, and refreshment area are all located in the front lobby.

## SPECIFICATIONS

Proscenium width: 48'  
Proscenium height: 17'  
Total width of the stage: 90'  
Depth of the stage: 28'

The theatre is equipped with a fly system with four designated electrics positions and 26 available fly lines hung at 8" centres. The grid height is 41". The flies can be operated from the stage floor or the fly floor located in the stage right wing.

Loading dock and street level access are available.

The orchestra pit is accessed from backstage only and can accommodate 20 players. Use of the audio system is required when the pit is used.

Five dressing rooms are available, accommodating up to 30 people.

## TECHNICAL INFORMATION

A basic lighting plot is provided with your rental which will be hung and circuited prior to your arrival. Changes to the basic plot can be accommodated.

Our sound system, which includes main speakers, onstage monitors, mixing console and amplifiers, is suitable for theatrical and dance presentations as well as lectures and audio-visual presentations. Arrangements can be made for the rental of microphones and other audio equipment. An in-house professional sound operator is required to operate the sound system.

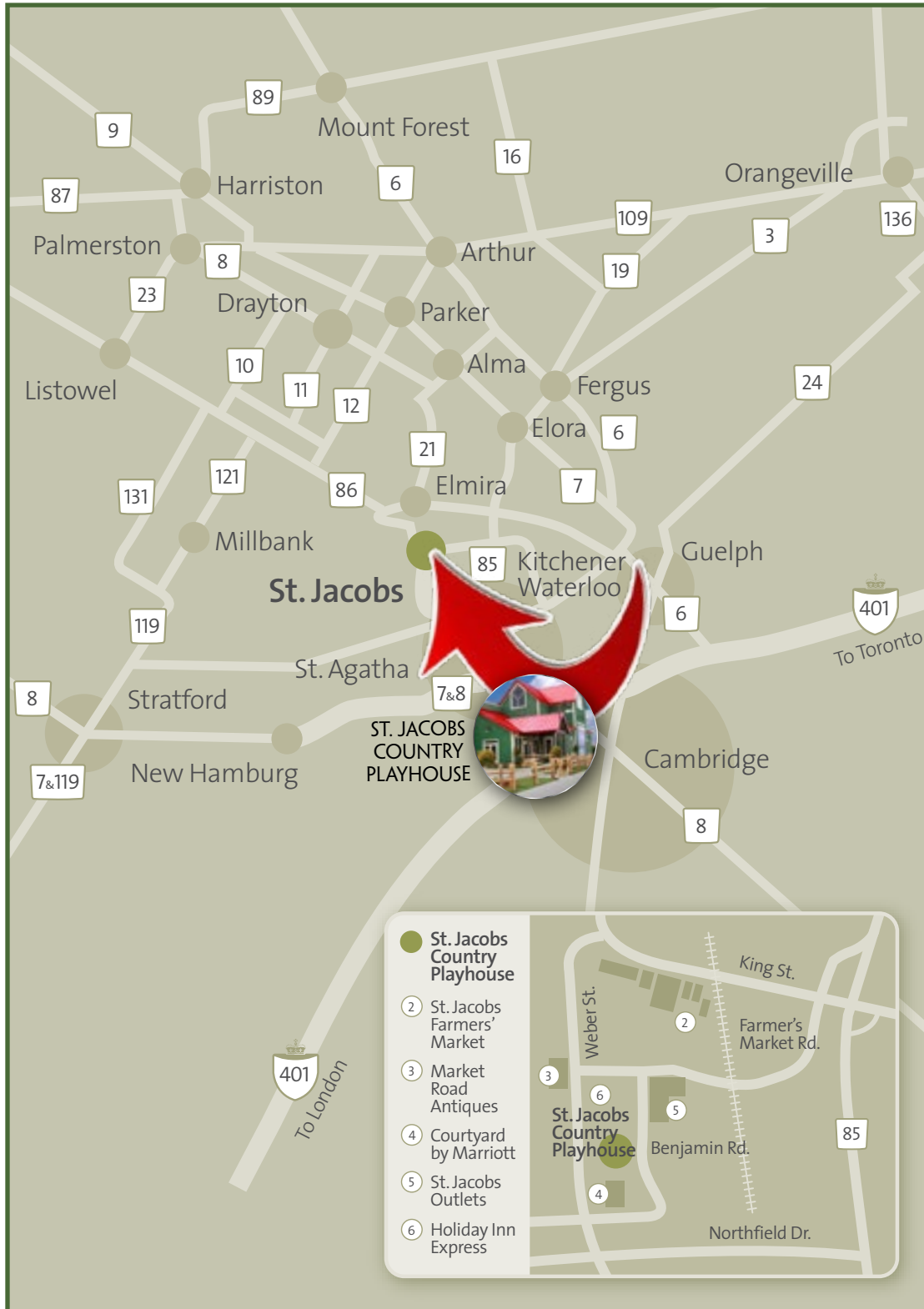
## BOX OFFICE

Box Office service is available to all event producers. The Box Office will accept cash, cheque, Mastercard, Visa, American Express and Interac as payment for tickets. Ticket printing (general admission or reserved seating) includes set-up of the event in our computerized ticketing database. The box office is available by phone Monday to Friday 9 a.m. to 8 p.m. For all events the box office will be open two hours prior to the event start time. The Box Office will prepare a report summarizing all ticket sales, revenues and fees. A URL Link can be supplied so that patrons can access the Box Office services online via the producer's website.



# ST. JACOBS COUNTRY PLAYHOUSE

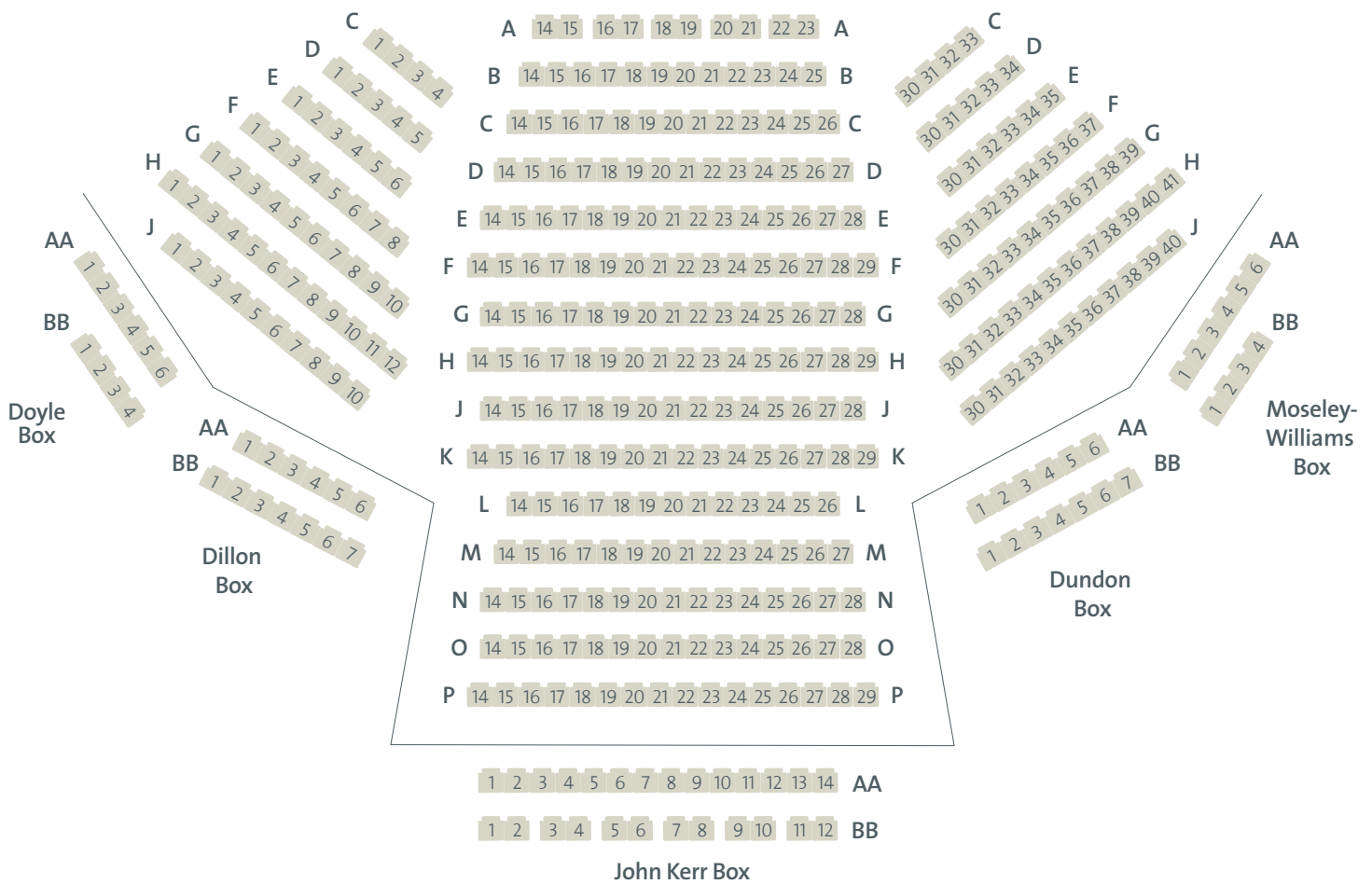
## LOCATION



# ST. JACOBS COUNTRY PLAYHOUSE

## SEATING CHART

STAGE



Free Parking



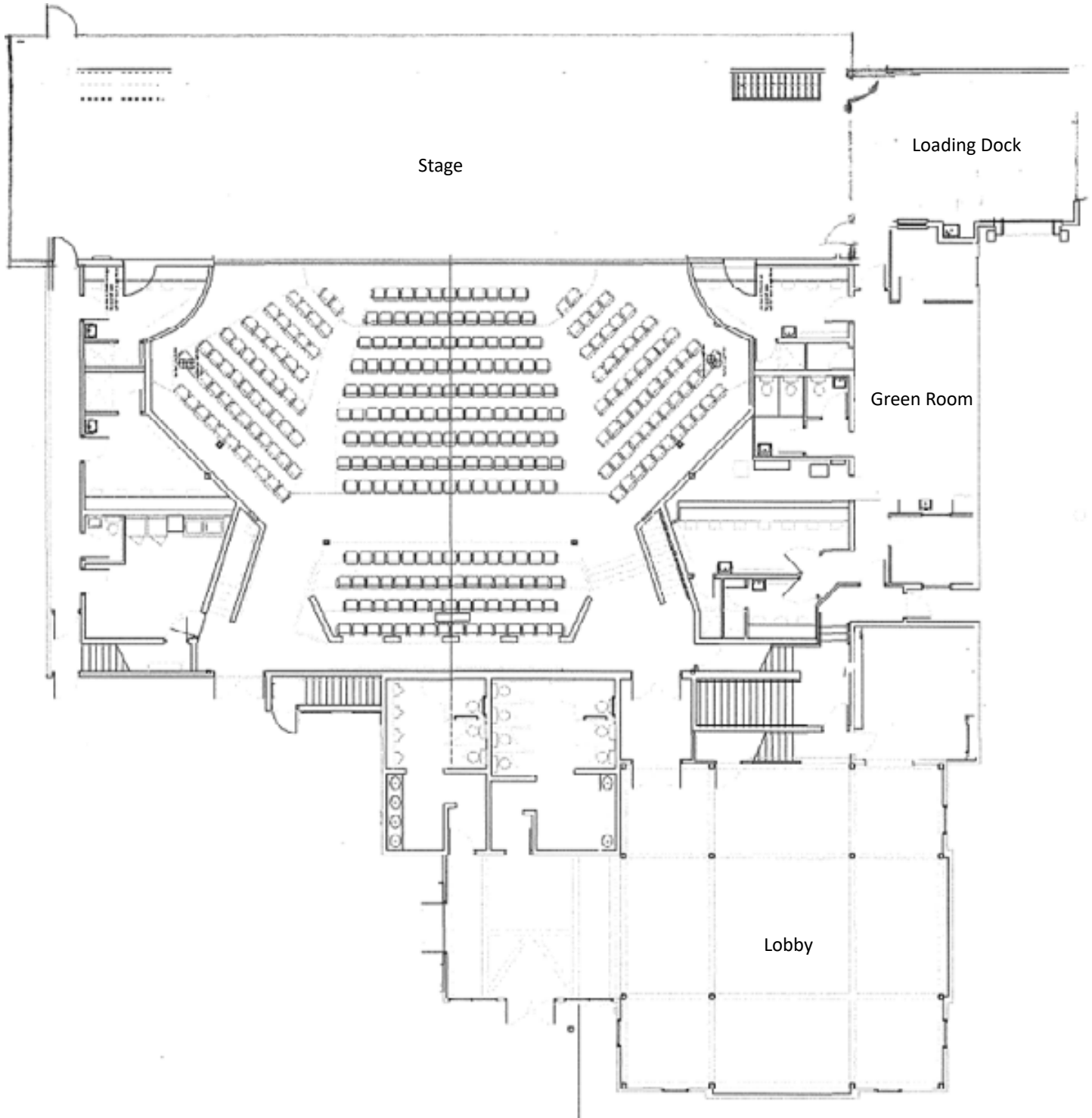
Wheelchair accessible main floor; stairs only to boxes



398 Seats

# ST. JACOBS COUNTRY PLAYHOUSE

## FLOOR PLAN



## RATES INFORMATION

DAILY RENTAL RATES	COMMERCIAL	NON - PROFIT
Single performance (8 hour day)	\$1800.00	\$1250.00
Hourly rate after 8 hours	\$270.00	\$160.00

*Rates do not include mandatory items such as Head Technician, House Manager and Ushers, Ticket Charges and Credit Card Fees. All amounts are subject to HST.*

### PERSONNEL RATES

Minimum personnel for all types of theatre public event use is as follows:

One Facilities Staff	\$40.00 per hour
	\$60.00 per hour over 8 hours, before 8:00 a.m. or after midnight
One Head Technician	\$50.00 per hour
	\$75.00 per hour over 8 hours or before 8:00 a.m. or after midnight
One Audio Technician	\$40.00 per hour
	\$60.00 per hour over 8 hours, before 8:00 a.m. or after midnight
Front of House Manager	\$150.00 per performance
Ushers	\$125.00 flat rate per performance, subject to discretion of LESSOR
Box Office Staff	\$25.00 per hour outside of normal Box Office hours

Additional staff requirements depend on each event's technical needs and projected attendance.

Technician(s)*	\$40.00 per hour
	\$60.00 per hour over 8 hours, before 8:00 a.m. or after midnight

All staffing decisions are at the discretion of Drayton Entertainment and associated costs will be guaranteed to the theatre by the event producer.

*\*Use of the fly system and/or the house sound mix console requires a Drayton Entertainment technician(s).*

### THEATRE BOX OFFICE SERVICES

A \$1.00 per ticket surcharge will be assessed for all tickets sold or reserved through Drayton Entertainment's Box Office (including complimentary and no charge tickets). Consignment tickets printed at rate of \$0.32/ticket.

### CREDIT CARD/INTERAC SURCHARGE

A 3.5% fee per credit card and interac transaction will be assessed for all credit card and interac purchases. These fees will be accounted for and deducted from the final statement with the theatre.

### CAPITAL IMPROVEMENT FUND (CIF)

A \$1.00 fee per ticket CIF levee will be assessed for all tickets sold or reserved through Drayton Entertainment's Box Office (including complimentary, no charge tickets and consignment tickets).

### PAYMENT SCHEDULE

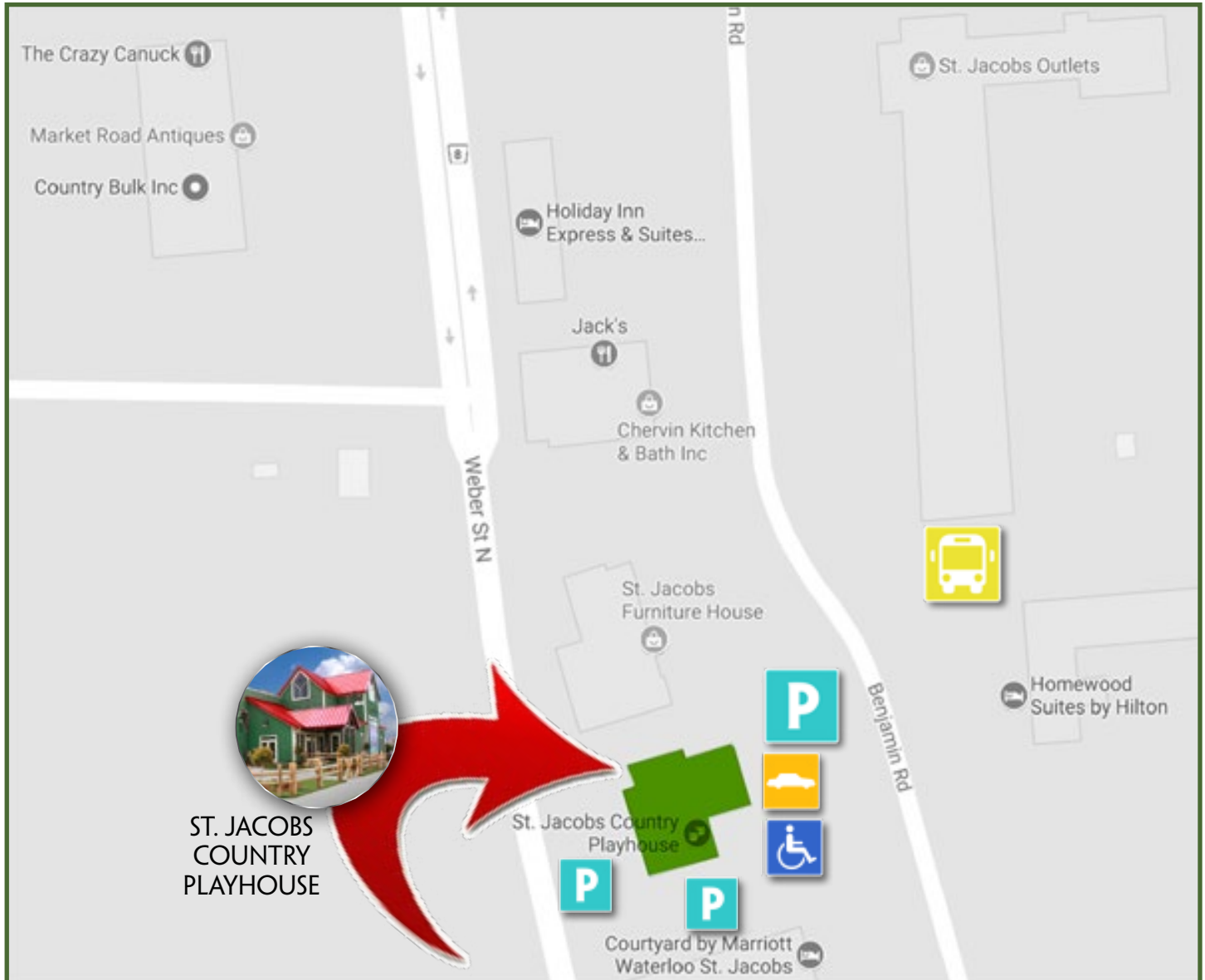
A 50% deposit is required upon signing the rental agreement. The full balance owing is due on the day and prior to the first performance or event.

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**Karen De Iuliis, Groups, Events and Rentals Manager**  
**519-621-5511 ext 246 | [karend@draytonentertainment.com](mailto:karend@draytonentertainment.com)**

# ST. JACOBS COUNTRY PLAYHOUSE

## PARKING MAP



### PARKING MAP LEGEND



Bus Parking



Accessible Parking



Free Theatre Parking



Drop off Location

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Administration: 519-747-0688

Fax: 519-747-9575