

# Unity Theatre – Hire Charges

**Unity has two performance spaces that are available for hire.**

The fees you pay are inclusive of the following services\*:

## Performance & Technical

- **Use of the theatre**, its equipment and two dressing rooms from 10.00am to the end of show on your first day of performance
- **Access to the theatre** 2 hours before subsequent performances
- **Technical support** – a member of the technical team will be present from 10.00am until the end of your designated get-in day and will be in attendance to run your show on subsequent days one hour prior to the performance. We will supervise your get-in and would advise a pre-meeting with the technical team to discuss your lighting/sound requirements

## Marketing

- **Season brochure** entry\*\*: These are printed and distributed around the city and are posted to regular Unity attenders.
- **Website page**: [www.unitytheatre.liverpool.co.uk](http://www.unitytheatre.liverpool.co.uk)
- **E-mail & Social Media**: Inclusion in at least one e-shot to Unity's mailing list and social media coverage where appropriate.
- **Press Release**: We can, when provided with a press release, send it to our press list and all free listing publications (we do not have final control over what is actually selected for inclusion).
- **Foyer displays** of posters, flyers and on front-of-house flat screens where appropriate
- **In-house distribution** of your leaflets after shows upon request
- **Regular sales reports**: Please contact the box office to get these set up.

## Administrative

- **Fully staffed Front-of-House** including senior staff member, box office, bar and fire officer (based on one performance per day within the hours of the theatre's licences 10.00am – 11.00pm)
- **Box Office** – issuing tickets, reconciliation and statements.
- **Advice** – members of Unity's staff are always willing to offer advice.

\* These services are included as part of the standard hire. In certain circumstances additional charges may be levied eg. missed breaks on technical or get-in days; late-get-outs; use of video projector (see below)

\*\* Please note that Unity is not contractually obliged to produce a season brochure and reserves the right to reduce or increase the print run. Unity is not responsible for the promotion of events booked after the deadline for the season brochure.

## **UNITY'S PERFORMANCE SPACES ARE AVAILABLE FOR HIRE TUESDAY – SATURDAY AT THE FOLLOWING CHARGES:**

**UNITY ONE** – 144 seats - £500.00 plus VAT

**UNITY TWO** – 82 -94 seats - £350.00.plus VAT

**TECHNICAL DAY** - £200.00 plus VAT (including technician from 10.00am – 6.00pm).

**Please Note:** First technical day will consist of rigging, focussing and erecting the set. Please plan at least 3 quarters of the first technical day for this set up. A well organised get in would usually result in time being available for tech/dress rehearsal from 10am ahead of your first performance.

**WORKSHOPS/REHEARSALS** - In Unity 1 or Unity 2: £250.00 plus VAT (10.30am – 5.30pm) – 1/3 of a day (3 hours) £100+VAT

In the First Floor Bar: £50+ VAT (Morning/Afternoon) | £70+VAT (Evening – After 6pm)

Post Show Hire (9:30pm – 11:30pm): £50+VAT

**PRICING** – Hire groups can set their own admission prices but should consult the Artistic Director or a member of the marketing team in advance.