

All fees must be paid in full at the time of booking

FEE SCHEDULE CATEGORY I LINCOLN-SUDBURY REGIONAL HIGH SCHOOL

APPLICATION FOR USE OF SCHOOL FACILITIES

ORGANIZATION INFORMATION

Organization name _____ Contact Name _____
 Address _____ Daytime Phone _____
 City/State/Zip _____ Evening Phone _____
 Purpose of Rental _____ Estimated Attendance _____
 Date Requested _____ Time of Event From _____ To _____

Please note: If your request is for more than one date, a separate schedule listing all dates must be submitted with this application

ATHLETIC FACILITIES	FEE	HOURS/TOTAL	CONTACT
Stadium Community Field	NA		Through Sudbury Park and Rec
Grass Fields 1, 2 or 3	No fee		judy_katalina@lsrhs.net ext. 3121
Artificial Turf Field 1 or 2	No fee		^^
Baseball Diamond Varsity or JV	No fee		^^
Track	No fee		^^
Lighting for Stadium Field	No fee		^^
Batting Cages	No fee		^^
Specialty Gym (Gym 2)	No fee		^^
Softball Community Field	No fee		^^
Performance Gym (Gym 1)	No fee		^^
Large Practice Gym (Gym 4)	No fee		^^
Small Practice Gym (Gym 3)	No fee		^^
Tennis Courts – per court	No fee		^^
Multi-Purpose Room	No fee		^^

GENERAL BUILDING 4 hour minimum	FEE	HOURS/TOTAL	CONTACT
General Classroom	No fee		frances_zingale@lsrhs.net ext. 2370
Lecture Hall (capacity 100 seats)	No fee		^^
Auditorium (capacity 700 seats)	See pp. 2 & 3		^^
Rogers Theatre (Black Box)	See pp. 2 & 3		^^
Cafeteria	\$ 25/hour		^^
Kitchen (Requires Kitchen Supervisor)	\$ 25/hour		^^
Conference Room A or B	No fee		^^
Music Choral Rehearsal Room	No fee		^^

LABOR RATES 4 hour minimum	FEE	HOURS/TOTAL	CONTACT
Custodial Fees – 3pm to 11pm	\$ 40/hour		kevin_rossley@lsrhs.net ext. 2371
Custodial Fees – Weekends, Holidays or other “Building Closed” days	\$ 40/hour		^^

NOTE: custodial fees apply to field/track use according to the conditions above AND if more than one facility is being used

EQUIPMENT	FEE	QUANTITY	TOTAL \$	CONTACT
Tables	\$ 4/table/day			kevin_rossley@lsrhs.net ext. 2371
Chairs	\$ 2/chair/day			^^

TOTAL AMOUNT DUE: _____ Requestor Name(s) _____

Expect an additional bill for time, labor and/or usage that runs over the hours indicated above

**LINCOLN-SUDBURY REGIONAL HIGH SCHOOL
AUDITORIUM / THEATER RENTAL APPLICATION
CATEGORY I**

Please check the appropriate boxes

4 hour 1 day

		Auditorium, 700 seats (470 Orchestra, 230 Balcony, additional 100 chairs available) • Includes use of Dressing Room (11'6" x 35') with two bathrooms
		A / V Technician (required for any lighting, sound, or video rental)
		Auditorium Sound System • Includes 2 wired microphones, stands, CD player, and iPod / Laptop hookup.
		Auditorium Presentation Lighting • Includes repertory plot "on / off" lighting in-front of main curtain.
		Auditorium Full Stage Lighting • A/V Technician will accommodate basic lighting requests, if possible. • Includes access to Auditorium lighting inventory. Renters with qualified theatrical technicians may modify stage lighting, however rep plot must be restored. • If Black Box and Auditorium are both rented, lighting equipment may be shared between venues.
		LCD Video Projector (4000 Lumens) • Includes DVD player and laptop hookup. Screen dimension: 24' x12' • Please note that Sound System rental is required if audio is needed.

Extras (price per unit):

		Chairs (up to 100). Please specify quantity _____
		Microphones, includes mic stand and cable (up to 20). Please specify quantity _____
		Wireless Microphone, handheld or lavalier (up to 10). Please specify quantity _____
		4' x 8' Wenger platforms, 6", 12", 22" legs available. Please specify quantity _____
		Tables, available in 5' or 6' Please specify quantity _____
		Orchestra Pit (can be raised to stage height, or removed completely)
		Baby grand piano

Please note: Customized lighting, sound, and video packages can be arranged on an individual basis. Long-term rental rates are also available. Complicated events may require multiple A/V technicians. For additional information contact Charles Despotopoulos Ext. 2206

Technical Specifications: Seating: 700 (470 orchestra, 230 balcony) Proscenium Height: 17' 1" Proscenium Width: 45' 10" Stage Depth to Back Wall: 43' Wing Space: 24' L/R 21 Line sets (17 counterweight, 4 winch controlled electrics) 400A 3PH company switch, cam-lock, located SL Soft goods: (6) black velour legs (3) black velour borders (1) full stage white cyc, (1) full stage black sharks tooth scrim (1) center opening main curtain and teaser – blue velour (1) mid-stage black traveler	Lighting Inventory: (24) 36° Strand SL 575W (24) 26° Strand SL 575W (6) 19° Strand SL 575W (6) 50° Strand SL 575W (8) PAR 64 1K MFL (28) PAR 56 500W WFL (8) Altman MR16 6' 3cct strips (22) 6" Fresnel 500W (1) Lycian Midget HP Follow spot (226) Circuits/2.4K CD80 dimmers (1) Strand 300 light board (4) 6iBooms with 50 lbs bases Sound System: Roland RSS M400 V-Mixer Digital Console QSC amps, EAW speakers
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NOTE: All rates/equipment subject to change. 48 hour notice required for cancellation.

**LINCOLN-SUDBURY REGIONAL HIGH SCHOOL
BLACK BOX / THEATER RENTAL APPLICATION
CATEGORY I**

Please check the appropriate boxes

4 hour 1 day

		Black Box, flexible seating, approx: 150 seats (chairs included) • Includes use of Green Room (11'6" x 35') with two bathrooms
		A / V Technician (required for any lighting, sound, or video rental)
		Black Box Sound System •Includes 2 wired microphones, stands, CD player, and iPod / Laptop hookup.
		Black Box Lighting • A/V Technician will accommodate basic lighting requests, if possible • Includes repertory plot lighting and access to Black Box lighting inventory. • Renters with qualified theatrical technicians may modify stage lighting, however rep plot must be restored. • If Black Box and Auditorium are both rented, lighting equipment may be shared between venues.
		LCD Video Projector (2000 Lumens) • Includes DVD player and laptop hookup. Portable screen dimension: 8' x 6' • Please note that Sound System rental is required if audio is needed.

Extras (price per unit):

		Microphones, includes mic stand and cable (up to 20). Please specify quantity _____
		Wireless Microphone, handheld or lavalier (up to 10). Please specify quantity _____
		4' x 8' Wenger platforms, 6", 12", 22" legs available. Please specify quantity _____
		Tables, available in 5' or 6' Please specify quantity _____
		Baby grand piano

Please note: Customized lighting, sound, and video packages can be arranged on an individual basis. Long-term rental rates are also available. Complicated events may require multiple A/V technicians. For additional information contact Charles Despotopulos Ext. 2206

<p>Technical Specifications: Seating: 150 (flexible) Grid Height: 20'10" Ceiling height: 22'4" Room Dimensions: 58' x 36'</p> <p>Soft goods: (1) 22' x 60' blue velour curtain on track</p>	<p>Lighting Inventory: (26) 36° Source 4 575W (14) 26° Source 4 575W (16) 50° Source 4 575W (24) Source 4 PAR, with complete lens set (40) Twofers, stage-pin (18) 10' stage-pin cables (46) Circuits/2.4K CD80 dimmers (1) ETC Express 24/48</p> <p>Sound System: Yamaha 16 channel mixer QSC amps, JBL speakers,</p>
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