

Contact Details

Brisbane Powerhouse

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Theatre Hire Enquiries

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VENUE HIRE FEES

Listed below are the basic venue hire fees (inc GST) for Tuesday – Saturday bookings for the various theatre spaces. Click [here](#) to contact the Theatre Hire Manager for a full list of all fees and charges.

- Powerhouse Theatre Standard Mode (night/week): \$2,275/\$12,611
- Powerhouse Theatre Extended Seating Mode (night/week): \$3,270*/\$18,480*
- Visy Theatre Standard Mode (night/week): \$715/\$3,960
- Turbine Platform Standard Mode (night): \$925

***Note that modes other than standard also incur a venue reconfiguration fee.**

CONFIRMATION OF BOOKING AND PAYMENT OF VENUE HIRE FEES

After dates have been confirmed by Brisbane Powerhouse, the hirer will be sent a theatre hire agreement for signing. The signed contract and deposit of 50% of venue hire fees must be received by Brisbane Powerhouse to secure the booking.

Payment of the second 50% of venue hire fees must be received at least 4 weeks prior to the event.

PUBLIC LIABILITY INSURANCE

A Certificate of Currency for Public Liability Insurance (minimum \$10,000,000) covering the period of hire must be provided before the commencement of the hire.

CAPACITY

Powerhouse Theatre (Black Box)

Standard Mode – **536**

Extended Seating Mode – **740***

Flat Floor Mode – **860***

Dance Mode – **353***

Cabaret Mode – **535***

Visy Theatre (Thrust Stage)

Standard Mode – **200**

Dance Mode – **112***

Turbine Platform

Intimate Mode Standing Only – **610***

(400 platform +210 gallery positions)

Intimate Mode inc Seating – **361***

(151 seated + 210 standing)

***Note that modes other than standard incur a venue reconfiguration fee.**

SOUND DESK IN THE AUDITORIUM

The sound desk is usually located in the control room at the rear of the auditorium (behind the balcony in the Powerhouse Theatre). This room is open to the auditorium and not behind glass. If required, the desk can be relocated into the auditorium and extra charges will apply to reposition. This option will also require seats to be taken off sale prior to going on sale.

The standard position for the sound desk when located in the Powerhouse Theatre auditorium is:

Row F 9-14, Row G 9-14, Row H 7-14, Row I 9-14
(26 seats)

These seats (technical holds) will not go on sale and the position can not be changed after tickets have gone on sale.

SIGHTLINES

It is a requirement of Brisbane Powerhouse that a discussion take place prior to going on sale regarding production elements to determine if sightlines will be affected. Extra seats may be removed from sale if sightlines are deemed unsuitable for viewing.

BOX OFFICE – TICKETING

All ticketing is to be managed by the Brisbane Powerhouse Box Office. Fees and Charges apply and can be obtained on request.

(Contact the Theatre Hire Manager for current fees and charges)

ON SALE DATE

A production form outlining dates, times, ticket and marketing information will be emailed to the hirer after dates have been confirmed. The completed production details form and signed theatre hire agreement must be received by the venue at least two (2) weeks before tickets go on sale. Marketing copy and image/artwork must be received at this time also in order to build the event on the website.

All seats in the relevant venue go on sale from the outset excluding the upper side gallery seats in the Powerhouse Theatre which are held from sale and are the last seats to be sold.

ADVERTISED TICKET PRICE

All advertising must communicate a ticket price inclusive of all fees and charges.

WARNINGS

The Hirer must ensure they communicate appropriate warnings in the production form if the show contains adult content or themes, nudity, coarse language and/or special effects including haze, smoke and strobe lighting.

FINAL BOX OFFICE SETTLEMENT

Brisbane Powerhouse will supply the Hirer with a comprehensive settlement report no later than 10 working days after the last event detailing total box office receipts, box office fees and charges, and including other expenses incurred during the period of hire.

An EFT transfer or invoice for balance of receipts or expenses will be issued at this time.

COMPLEMENTARY TICKET ALLOCATION (“E-HOLDS”)

An alphabetical list of the names of people collecting complementary tickets is to be emailed to the Box Office one working day prior to the performance. Contact the Box Office Manager to make special arrangements for large collection lists.

HOUSE SEATS AND WHEELCHAIR SEATS

As per the Theatre Hire Agreement, Brisbane Powerhouse withholds from sale up to six (6) tickets as House Seats. (H-Holds).

Brisbane Powerhouse also reserves up to sixteen (16) seats per performance in the Powerhouse Theatre and twelve (12) seats in the Visy Theatre for wheelchair patrons. These seats will be the last released for sale. (A-Holds).

TECHNICAL HOLDS

The hirer must advise Brisbane Powerhouse if seats need to be held from sale for ‘technical’ purposes such as sound desk relocation, sightlines or for filming. (X-Holds).

MARKETING

All Marketing material associated with events held at Brisbane Powerhouse must be approved by the Brisbane Powerhouse Marketing Manager prior to going to print.

The event will be listed on the Brisbane Powerhouse website at no cost to the hirer. A poster and flyers can be displayed in the venue if required.

The Brisbane Powerhouse Marketing Department can provide support which includes direct mail campaigns, advertising and distribution. Brisbane Powerhouse will charge the hirer for these services at cost + 10%.

Inclusion in the email broadcast ‘Powermail’ is at the discretion of the Marketing Manager and is subject to availability of space.

MERCHANDISE AND PROGRAMS

A merchandise settlement must be provided at the conclusion of the event and 10% commission will be payable to Brisbane Powerhouse.

The hirer has two options:

1) If requested, Brisbane Powerhouse will provide a table and display board for the selling of merchandise and programs. The hirer will be required to provide a merchandise seller, cash float and electronic credit card facilities.

OR

2) Alternatively, if requested, Brisbane Powerhouse can provide the hirer with a Merchandise/Program seller (four weeks notice will be required for rostering purposes) who will manage the selling and reconciling of merchandise/program sales (staff charges apply if this option is taken).

(Contact the Theatre Hire Manager for current fees and charges)

LATE CANCELLATION

Cancellation fees apply to those events cancelled after tickets have gone on sale.

PRODUCTION COSTS

A production cost estimate (crew and equipment costs) will be forwarded to the hirer for approval using the information supplied in the technical details form. These charges will be payable by the hirer at final box office settlement.

PRODUCTION CREW

In consultation with the hirer, Brisbane Powerhouse technical crew will be rostered onto the event to meet the requirements of the production. A minimum of one technical crew member (two for music gigs) is to be employed in a role approved by Brisbane Powerhouse. These charges will be deducted from the final box office settlement.

If the Hirer intends to supply their own technical crew, a discussion on staffing arrangements must take place with the Brisbane Powerhouse Production Manager at

least eight (8) weeks prior to the event. This discussion will ensure crew numbers are sufficient to undertake the work required and that all crew are of a suitable standard to undertake work in the venue.

Extra Brisbane Powerhouse technicians/crew can be rostered onto your event as required.

A Broadcast Allowance (per technician) will be charged back to the hirer for events that are filmed for commercial purposes.

(Contact the Theatre Hire Manager for current fees and charges)

TECHNICAL EQUIPMENT

The hired venue comes with a standard technical equipment allocation. If the hirer requires extra lighting, audio and AV equipment that is not already included with the venue, it can be hired from the Brisbane Powerhouse equipment stock if available. Visit the Venues page for the full equipment list.

Equipment availability is not guaranteed. If the equipment required is not on this list, Brisbane Powerhouse can normally hire it from external suppliers.

The Hirer has the option to supply their own equipment if they choose. All of which must have a current electrical test tag.

(Contact the Theatre Hire Manager for current fees and charges)

VENUE RECONFIGURATION FEES

A fee will apply to convert the theatre into and out of a non-standard mode.

(Contact the Theatre Hire Manager for current fees and charges)

FRONT OF HOUSE USHERS

Included in the hire of the theatre.

Extra front of house charges will apply for Powerhouse Theatre events which utilise the Upper Side Gallery seats (last to be sold).

SECURITY

If requested, security guards can be supplied for events.

Brisbane Powerhouse reserves the right (in consultation with the hirer) to employ security guards for specific events if deemed necessary.

All associated charges will be payable by the hirer.

(Contact the Theatre Hire Manager for current fees and charges)

REHEARSAL/PREVIEW INVITED AUDIENCES

The hirer must inform Brisbane Powerhouse if they intend to invite extra personnel to view a rehearsal or preview performance. A Duty Manager and Front of House Ushers may need to be rostered on to meet workplace health and safety requirements. These costs will be payable by the Hirer.

(Contact the Theatre Hire Manager for current fees and charges)

PENALTY RATES

Penalty Rates (as per the award) apply to all labour charges incurred on Sundays, Public Holidays, between the hours of 12am and 8am or if personnel work over 8 hours. Missed meal breaks will also incur penalty rates.

(Contact the Theatre Hire Manager for current fees and charges)

FUNCTIONS

Brisbane Powerhouse has several function rooms available for hire. These rooms can cater for groups ranging in size of up to 140 guests. The outdoor and turbine platform spaces can cater for larger groups.

To find out more about holding a function at Brisbane Powerhouse, [Click here](#)

CATERING (INCLUDING ARTIST RIDERS)

All catering requirements are to be managed by the Brisbane Powerhouse Functions department.

For a full list of menus and prices, [Click here](#)

For a specialised quote, contact the Theatre Hire Manager

No alcohol is permitted to be brought on site as it is a breach of the Brisbane Powerhouse Liquor License.

SPONSORSHIPS

If the Hirer has or intends to obtain sponsorship for the production, they must ensure the arrangements do not conflict with any sponsorship arrangements made by Brisbane Powerhouse.

A copy of Brisbane Powerhouse's Sponsorship/Philanthropy Venue Guidelines is available upon request.

MUSIC LICENSING

Music is protected by copyright law and the hirer will be required to obtain a licence from the Australasian Performing Right Association (APRA) to publicly perform either live or recorded music. For more information, contact APRA on 1300 13 1060 or visit www.apra.gov.au

FILMING AND RECORDING LIVE PERFORMANCES

Prior approval must be sought before any filming or photography can take place at the venue. Extra charges will apply if performances are filmed for commercial purposes. The Hirer must advise Brisbane Powerhouse before tickets go on sale if this option requires seats to be held off sale.

ACCESS TO VENUE

Swipe passes that allow the Hirer to access restricted areas of the venue will be organised by the assigned Production Manager and must be returned at the completion of the hire. A **\$15** fee will be charged for each card not returned.

DELIVERY

The delivery of any items must be organised through the assigned Production Manager. Deliveries must be clearly labelled. Brisbane Powerhouse does not accept responsibility for damage or loss of merchandise or goods left on the premises prior to, during or after the event.

STORAGE

Due to limited space, Brisbane Powerhouse is unable to provide storage of sets, props or equipment outside of the hire period.

DRESSING ROOMS

All come standard with a shower and toilet.

Powerhouse Theatre

- Dressing Room 5 (eight mirrors)
- Dressing Room 6 (eight mirrors)
- Dressing Room 7 (eight mirrors)

Visy Theatre

- Dressing Room 1 (four mirrors)
- Dressing Room 2 (four mirrors)

Turbine Platform

- no allocated dressing rooms

Extra Dressing Rooms (if available)

- Dressing Room 3 (four mirrors)
- Dressing Room 4 (four mirrors)

DISABLED ACCESS

Brisbane Powerhouse has full wheelchair accessibility. Allocated wheelchair seats are available in all theatre venues. A central lift provides access for visitors to all levels of the building. Restrooms are also easily accessible throughout.

AUDIO REINFORCEMENT

The Powerhouse Theatre and Visy Theatre are equipped with a loop system (limited devices are available for each theatre) that enhances the listening experience of patrons with hearing impairments.

SOUND LEVELS

Brisbane Powerhouse reserves the right to exercise control of sound pressure levels within any part of the venue. Maximum sound pressure levels are pre-determined and details of the maximum sound pressure levels are available from the assigned Production Manager.

ALCOHOL IN THE THEATRE

Patrons are not permitted to take alcohol into the theatre space unless the event has been organised as a catered event.

SMOKING AND ALCOHOL POLICY

In line with Government Health Regulations, Brisbane Powerhouse is a smoke-free environment. Designated Outdoor Smoking Areas (DOSAs) are provided at different points around the exterior of the building.

A copy of the House Policy and Responsible Service of Alcohol will be provided on application. Brisbane Powerhouse reserves the right to refuse entry or eject intoxicated patrons.

CLEANING AND WASTE DISPOSAL

The Hirer is responsible for keeping the hired venue in a clean and sanitary condition during the period of hire. Extra costs may be charged to the Hirer if extra cleaning is required to return the hired venue to a satisfactory condition.

INTERNET ACCESS

Access to internet can be provided in dressing rooms if requested. Contact the assigned Production Manager for associated costs. A minimum of two (2) weeks notice will be required to action this request.
