

SoundLightingUK Ltd. Venue & Event Services

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BOOKING INFORMATION – The Dovehouse Theatre

The Dovehouse Theatre is part of Langley School campus in Olton, Solihull comprising of a fully equipped, 162-seat theatre, foyer with a fully licensed bar & workshop/double dressing area.

VENUE ADDRESS: The Dovehouse Theatre, Langley Arts & Sports Complex, Kineton Green Road, Olton, Solihull B92 7ER

HIRE CHARGES: Please use these prices as a guide, for an accurate, tailored quote please email

info@dovehousetheatre.co.uk

All prices include VAT.

Show Session (<i>max 6 hour</i>)	= £595 (<i>equivalent to £3.67per seat</i>)
Additional performance (<i>i.e. matinee</i>)	= £395 (<i>equivalent to £2.31per seat</i>)
Rehearsal with no tech (<i>max 4hours</i>)	= £310
Rehearsal/Fit-up with tech (<i>max 4hours</i>)	= £395
Additional session time	= £98.75 per hour
Extra Dressing room (<i>2 x rooms available</i>)	= £40 per room
Foyer only	= Prices on request
Ticket Book	= £24 per show (<i>14pence per ticket</i>)
Ticket administration fee	= 12% on all tickets sold by The Dovehouse Theatre
Event Filming (<i>single/Static angle</i>)	= £12 per USB (<i>min 20 s</i>)

The Dovehouse is available from 5pm to 11pm on weekdays during school term times although arrangements can be made in certain circumstances. At all other times, the Dovehouse is available from 9am to 11pm.

Each **SHOW SESSION** includes one performance. During the performance call-time, the venue will provide bar staff, a front-of-house steward, a Technician, and use of the Theatre lighting & sound. The theatre and foyer will be cleaned daily. Visiting companies are asked to ensure the stage and all backstage areas are left in a reasonable condition (*vacuum cleaners and bin bags are available onsite*) or additional cleaning costs may be incurred.

REHEARSAL WITH NO TECH includes the use of the Theatre and dressing space only, without any lighting or sound.

REHEARSAL/FIT-UP SESSION includes the use of the theatre lighting and sound with technical supervision. Please note that if any paying member of the public is present for a technical/dress rehearsal, it will then be deemed a performance and charged accordingly.

Please allow enough time for your full booking from arrival to departure, as additional time will be charged at our **HOURLY RATE** (£98.75 per hour)

If **EXTRA DRESSING ROOMS** are required, please enquire whilst making your booking to avoid disappointment.

THE BOOKING PROCEDURE:

Before the event:

Contact SoundLightingUK to discuss available dates. You'll then receive a booking application and quote. Once accepted, you will receive an invoice for an £80 deposit.

Your dates will be reserved for 30 days. Once the deposit is paid, your booking will be confirmed.

After the event:

You will be sent an invoice from SoundLightingUK on behalf of the Dovehouse theatre, which should be paid within 30 days. Where box office monies are being held by the venue, hirers will receive a credit note followed by bank transfer for the balance.

SELLING TICKETS: Three options

Full box office:

No set up fee for this option however, a 12% booking fee will be taken off the final ticket take.

- Tickets sold over the telephone from the Dovehouse Theatre box office service provided by Ticketsource Ltd.
- Tickets sold online via the Dovehouse Theatre website.
- Front of house personnel provided to deal with ticket enquiries during the event.

Sell you own:

We can supply event tickets for a one-off charge of £24 per performance or you can produce your own (we will provide you with a seating plan). The hirer must supply their own box office personnel to be present in the foyer at least 30mins prior to the performance.

We both sell:

We will supply you with a seating plan and event tickets at £24 per performance. We will make up to four rows available to buy via the Dovehouse Box office and website. A 12% booking fee will be taken on all tickets sold via The Dovehouse Theatre, which will be deducted from your final ticket take.

EQUIPMENT HIRE:

The Dovehouse Theatre's in-house equipment is included in the hire fee, additional equipment can be hired at extra cost. This equipment must be booked at least two weeks prior to your event. Additional equipment costs will be added to your final bill, payable after the event.

You will be sent a technical questionnaire to inform us of your requirements. You can choose from a selection of additional lighting, sound, and staging options.

Below is a list of our most hired equipment

Radio Microphones = £65 each

Cable Microphones = (4 free) then £8 each

Onstage Monitors = £25 a pair

Star Curtain = £85

LED Lit White Back cloth = £100

Projector & Screen from = £40

Smoke/Haze Machine = £45

UV Light = £30

Strobe = £30

Intelligent Lighting = £65 each

Mirror Ball = £20

Follow Spot = £45