

# CENTENNIAL ROOM AT MID-VALLEY PAC

COMMERCIAL VENUE RENTAL [SEPT. 1, 2023 - AUG. 31, 2024]



2525 Taylorsville Blvd., Taylorsville, UT 84129 | Phone: 385-468-1030 | Email: [events@info.saltlakecountyarts.org](mailto:events@info.saltlakecountyarts.org) | Web: [saltlakecountyarts.org](http://saltlakecountyarts.org)

## CENTENNIAL ROOM WHEN USED AS EVENT SPACE

- Rental Fee: \$370.00
  - o Cleaning with Food: \$105.00
  - o Cleaning without Food: \$80.00

### SERVICES

- Patron Services Staff (per event):
  - o Events 1-4 hours: \$130.00
  - o Events 4+ hours: \$250.00

*Patron Services staff are required for all events. Flat fee may include House Manager, Asst. House Manager, Ushers, and EMT, as appropriate by venue and event type. Salt Lake County Arts & Culture, at its sole discretion, will determine necessary staffing based on event needs.*

## CENTENNIAL ROOM WHEN USED AS STUDIO/REHEARSAL SPACE

- Rental Fee:
  - o Initial 1-4 hours: \$95.00
  - o Additional hours: \$25.00 per hour + Initial Fee (maximum rate: \$195.00 per day)
  - o Cleaning: Responsibility of Contractor



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## EQUIPMENT RENTAL

Use of equipment is based on availability. Rental of equipment does not include labor to install or operate.

EQUIPMENT	DAILY RATE (1-2 Days)	WEEKLY RATE (3-7 Days)
Wired Microphones & Direct Boxes	30.00	90.00
Wireless Microphones	55.00	165.00
Lectern with Microphone	65.00	195.00
Video System	300.00	900.00
Tables - Draped (no food)	15.00	45.00
Piano - Baldwin Upright	50.00	150.00
Piano - 6' Grand - Baldwin	100.00	300.00
Sound System	<i>Included</i>	
Tables - Undraped	<i>No Charge</i>	
Banquet Chairs	<i>No Charge</i>	
<b>USAGE FEES</b>		
Production Lighting Usage Fee	25.00	75.00
<b>SERVICES &amp; OUTSIDE PAYABLES</b>		
Telecom Charges (Additional Lines/Locations)	<i>At Vendor Cost</i>	
Additional Event Security	<i>At Vendor Cost</i>	
Piano Tuning (A&C Approved Vendors)	<i>At Vendor Cost</i>	
Stage Labor Charges	<i>At Vendor Cost</i>	

## OUTSIDE EQUIPMENT RENTAL

Please seek external vendors for any items not included in Salt Lake County Arts & Culture equipment inventory. Contractor is responsible to secure and pay for use of equipment provided by outside vendors.

## STAGE/TECHNICAL LABOR

Hiring of stage/technical labor is the responsibility of Contractor. Contractor must secure dedicated and qualified personnel for the operation of all equipment. Upon request, Salt Lake County Arts & Culture Technical Directors can provide guidance and coordination in securing proper stage/technical labor for the execution of Contractor's events. All stage/technical labor is at Contractor's expense.

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## OTHER COSTS & CONSIDERATIONS - EVENT/SOCIAL SPACE

### RATES & SALES TAX

Annual rate increases occur every September. Utah State Sales Tax in Taylorsville City is 7.25%. Taxable items are ticket sales and equipment rental. Rates are subject to change at any time.

### INSURANCE

All Contractors are required to maintain Commercial General Liability insurance with an insurance company rated A- or better by A.M. Best Company in the amount of \$1 million dollars and must provide a Certificate of Insurance showing Salt Lake County as an additional insured. In addition, Contractors that will be serving alcohol must also maintain Host Liquor Liability insurance and must provide evidence of an "additional insured endorsement" on the liquor liability policy that specifically lists Salt Lake County as an additional insured. For events that include pyrotechnics, fire effects, and flame displays, a minimum general liability insurance coverage in the amount of \$1 million dollars with no less than \$1 million dollars in damage to rented premises is required. The insurance certificate must specifically identify pyrotechnics, special effects, or flame effect displays as covered under the policy. Arts & Culture may require additional limits depending on the specific use of the facility.

### ALCOHOL

If Contractor wishes to sell alcohol in conjunction with an event, a Liquor License may be required and can be obtained through Utah Department of Alcoholic Beverage Services. Please visit <https://abs.utah.gov/> for additional information. It is Contractor's responsibility to follow state law regarding the sale and service of alcoholic beverages. Any service of alcohol must not jeopardize the existing liquor permit held by the contracted concessionaire.

### CATERING

Contractor must arrange for all catering services as necessary. The Mid-Valley Performing Arts Center does not have an exclusive caterer. In the event that any food or beverage is provided to the public by Contractor these items must be provided by a licensed caterer and/or prepared in a commercial kitchen in accordance with Salt Lake County Health Department regulations. A Temporary Food Permit may be required. Please visit <https://slco.org/health/food-protection/temporary-food-events/> for additional information. All food service must be approved by and coordinated with Salt Lake County Arts & Culture.

### MERCHANDISE SALES & MERCHANDISE FEES

A signed merchandise agreement is required between Salt Lake County Arts & Culture and Contractor to sell merchandise. Salt Lake County Arts & Culture does not provide sellers, starting cash, or credit card processing equipment. Recorded Media sales (including posters, programs, music CD and video recordings) split is 10% to Salt Lake County Arts & Culture and 90% to Contractor. Novelties sales split is 20% to Salt Lake County Arts & Culture and 80% to Contractor.

### ADVERTISING

Direct show advertising is the responsibility of Contractor. Salt Lake County Arts & Culture offers support advertising online through our website, newsletter, and social media channels. A Style Guide can be provided by your Event Manager upon request.

### SECURITY

Salt Lake County Arts & Culture does not provide personnel for event safety or security services. If Contractor will be enacting or enforcing a safety and security plan that requires security personnel, Contractor is responsible to hire these services through a qualified vendor.

## OTHER COSTS & CONSIDERATIONS - STUDIO/REHEARSAL SPACE

### INSURANCE

Insurance is not required if renting the Centennial Room as a studio/rehearsal space.

### ADVERTISING

Direct advertising is responsibility of the Contractor.