RED DEER MEMORIAL CENTRE

Rental Rates & Charges

Version as of September 9, 2026 – Valid until June 30, 2027. All rates are subject to the 5% GST. Every event is quoted individually after an inquiry. Venue rental covers space only; technician and front-of-house staffing are charged separately.

Booking Deposit / Minimum Guarantee

Ticketed events: A non-refundable booking deposit equal to the minimum daily venue rental of $1,600 per booked day (the "Minimum Guarantee") is due at booking and must be received before RDMC confirms the date (calendar hold, public announcement, or release of dates for marketing). It is credited toward the final venue rental. Non-ticketed events: A deposit based on RDMC's estimate of costs secures the booking. Until the signed agreement and deposit are received, dates are tentative and may be released. The deposit is non-refundable under all circumstances, including cancellation, postponement, or reduced attendance. All charges arising from cancellation or rescheduling are payable by the Agreement Holder.

1. Venue Rental (space only)

Ticketed — Commission Model	Rate
Minimum (per show)	$1,600
Maximum (per show)	$3,400
Venue Fee — time over 12 hours per day	$175/hour
Non-Ticketed (General Admission)	**Rate**
Day Rental (up to 12 hours)	$1,600
Venue Hourly Fee (time over 12 hours)	$175/hour
Facility Fee (per performance)	$550

The per-show minimum and maximum apply to each performance. Minimum and maximum are based on the commission or venue rental total only, and do not include other fees or charges.

2. Technicians (4-hour minimums)

Personnel	Rate	Minimum
Venue Technical Manager	$48/hour	4 hours
House Lighting / Audio / Venue Technician(s)	$40/hour per tech	4 hours
Outside crew / technicians / electricians	Market rate + $50 admin	3 hours
Overtime — after 8 hours or past midnight (all RDMC staff)	1.5× hourly rate	—
Statutory holiday (all RDMC staff)	1.5× hourly rate	—

At least one RDMC technician must be present for the entire time you occupy the venue. A 30-minute break is required every 5 hours; if not provided, $25 per technician affected plus a $100 flat penalty applies.

Show run details and technical requirements are due no later than 30 days prior to the event; last-minute changes may incur additional fees.

3. Front-of-House, Bar & Concession

Item	Rate
Front-of-House Manager (min. 4 hours)	$35/hour
Additional FOH staff (e.g., merchandise sellers) — min. 3 hours	$25/hour

FOH charges begin 2 hours before the event and end once the public has exited. Liquor and concession sales are exclusive to RDMC; the Agreement Holder receives no portion of those proceeds. RDMC recommends that events over 90 minutes include at least one intermission for the comfort of the audience.

4. Ticketing Fees (ticketed events)

Fee	Rate	Basis
Facility Improvement Fee	$2.75 + GST	per ticket
Ticket Fee	$3.75 + GST	per ticket
Service Fee	$1.30	per ticket
GST	5%	per ticket
Credit-card processing	2.9%	per transaction

All ticketing runs through the RDMC Box Office (paid or unpaid). The first 20 complimentary / promoter / media tickets are free; beyond that, Facility and Ticket fees apply and their value may be included in Net Ticket Sales.

5. Equipment & Additional Charges

Item	Rate	Notes
Wireless microphone	$12 per mic, per day	
Haze / fog machine	$35 per machine, per day	excess fluid extra charge
Projector	$60 per day	
Laundry	$25 per service/day	
Towels	$25 per service/day	$25 per towel if not returned
Seat removal & restore	$175 per occurrence	
Security personnel	Market rate + $50 admin fee	
Cross-rental equipment	Market rate + $50 admin + travel	

6. Marketing

Item	Rate
Facebook event on RDMC's page	No charge
In-venue promotion (electronic lobby signage)	No charge
Internal posters / flyers displayed within the venue	No charge
Email blast to RDMC's mailing list	$35 per email
11 x 17 Poster distribution – in Red Deer (approx. 50 locations)	$4 per poster
11 x 17 Poster distribution – Outside of Red Deer (approx. 50 locations)	$6.50 per poster

7. Additional Spaces (per day, when available)

Space	Rate
CAT Scene Shop	$75
Main Floor Boardroom	$55
Studio Theatre (no tech equipment)	$55
Lounge	$55
Kitchen	$55

8. Other Charges

Charge	Rate	Notes
Occupancy fee (set up/rehearsals)	$750/day (up to 8 hours)	Includes lighting, sound or other equipment
Occupancy fee (over 8 hours)	$130/hour	Time beyond 8 occupancy hours
Dark day fee	$500/day	Belongings stored; venue not in use
Merchandise commission	10% of net	Non-food only; net of GST; tables provided
Janitorial & repairs	$60/hour	Excess cleaning; repairs charged at cost
Special cleaning (glitter, confetti, etc.)	$250 + $60/hour	Prohibited without prior written approval

Definitions

Net Ticket Sales: gross ticket sales less ticketing/credit-card fees, refunds, credits, chargebacks, facility fee, ticket fee, GST and similar; promoter fees or bumps are included.

Day: a consecutive or accumulated 12-hour occupancy within a 24-hour period, starting at first arrival; the client is expected to vacate within 18 consecutive hours.

Accumulated Hours: payable hours pause only when the client and all parties fully vacate, and resume on re-entry.

Rate sheet: Valid for events held July 1, 2026 to June 30, 2027. Rates subject to yearly CPI increase for events held July 1, 2027 to June 30, 2028.

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