



Bernard-Poirier Theatre Rental Rates

Basic rate (+ HST)

\$550 - 4 hours
\$1,000 full day (from CCSA opening to closing)

Includes the use of the theatre, dressing rooms, piano (tuning not included), tables, chairs, and lecterns. No access to the sound system, projector, screen, and lighting (except basic lights in the theatre).

Additional materials and fees

Basic fees for use of the sound and lighting systems and video, **including the services of the CCSA stage technician: \$35 per hour** (minimum of 3 hours).

In addition to the technical director, the following materials will be provided:

Sound system	Lighting system
Front speakers 1 monitor mix 2 wireless microphones 1 auxiliary cable (for computers, iPods, etc.) 1 computer to control sound Communication system	Front lights Raised coloured lighting Backstage blue lights Basic digital program

Video system	Additional fees
3 projectors + screens Media computer Backstage HDMI cable (stage right)	Microphone\$10 Monitor mix..... \$25 (per enclosure) Light.....\$25 Light boom\$25 Smoke machine\$35

Bernard-Poirier Theatre rental policies

Le Centre communautaire Sainte-Anne (CCSA) will provide a clean theatre and dressing rooms. Upon departure the renter will ensure that the theatre and dressing rooms are in satisfactorily clean condition. Failure to comply with these rules will result in a \$150 cleaning charge by the CCSA.

In case of intentional or unintentional breakage of or damage to materials and/or premises, the cost of repairs will be immediately invoiced to the person responsible for the rental.

Tenants are not permitted to apply adhesive tape on the stage without prior approval from a stage technician

Personal belongings, decorative items or any other equipment or materials belonging to the renter shall be removed from the theatre and/or dressing rooms at the end of the activity.

Booking form and rental deposit

The booking form for the Bernard-Poirier Theatre is available at centre-sainte-anne.nb.ca under the tab *Location de salles* (Room rental). The form must be completed and sent to the person responsible for the room rental service at the CCSA. A rental contract will then be sent to the renter. All rentals will be confirmed and validated when the contract is signed and sent to the CCSA.

An amount equivalent to 50% of the rental fee is required when the rental contract is signed.

Cancellation and reimbursement

There will be full reimbursement of the rental deposit if the reservation is cancelled within 14 working days or more from the start of the activity.

There will be no reimbursement if the reservation is cancelled within 13 working days or less from the start of the activity.

Rates in effect until August 31st, 2026