

Rental Rate Schedule
2024-2025

March 7, 2025 to Aug 31, 2025

Three Stories
Non-Profits & Individuals



I. Rental Rates Per Performance/Day

	Base Rent	Value of Hall Rent (if needed)
First Floor Peirce Theater* Includes lobby, theater, & dressing rooms	None None	\$ 750 per day \$ 2,250 per week
Second Floor*	None None	\$ 200 per day \$ 600 per week
Third Floor*	None None None	\$ 75 per hour \$ 300 per day \$ 900 per week

*Deposit is due at the time of booking. Deposits are \$500 per use.

II. Additional Charges

A. Ticketing, Box Office, Taxes, and Fees

Using a third party ticketing service is recommended and preferred. If using a third party service, there are no fees due to the Trust. If it's desirable to use Trust ticketing services then rates below apply.

Box Office Service - Set up fee Includes ticket sales & printing	\$ 200.00	per	Event
Box Office Service, single ticket sales, ticket printing	\$ 150.00	per	performance

Credit Cards	3.25%	<i>subject to change</i>
Internet Sales	3.25%	<i>subject to change</i>

*Credit Card and Internet Service fees are a presenter expense and may not be passed on to customers.

Group Sales Commission	10%	per	paid net group sales
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City of Pittsburgh Amusement Tax	Gross x .04762
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Theater Restoration Fee	\$ 5.00	per	paid ticket
Cultural District Fee	\$ 1.00	per	paid ticket
Tessitura Fee	\$ 0.50	per	paid ticket

B. Front of House, Staffing, and Security

Front of House Staff for Rehearsal/Tech Incl. Venue Manager	\$ 30.00	per	hour (4 hour minimum)
Front of House Staff. Incl. Asst Venue Manager and ushers. (Optional)	\$ 125.00	per	performance
Off-Duty Police (Optional)	\$ 95.00 <i>(subject to change)</i>	per	hour (5 hour minimum)
Additional security (Optional)	\$ 35.00 <i>(subject to change)</i>	per	hour (5 hour minimum)

*The Lessor reserves the right to hire Off-Duty City of Pittsburgh Police and security personnel at its sole discretion and charge this expense to settlement.

C. Cleaning

Standard venue cleaning and trash removal is included in rental. Staffing during a show or event is optional. If housekeeping services are requested for performance or additional cleaning services are requested, all rates apply as listed below.

Cleaning Fee (Optional)	\$ 35.00	per	hour (4 hour minimum)
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D. Stage Labor

Stage Technicians (If needed)	AT COST	per	Contracted Service
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E. Stage Equipment

House Lighting	Included in rental	per	N/A
House Sound	Included in rental	per	N/A
House Microphone Package	Included in rental	per	N/A

*Listed cost for stage equipment does not include the cost of operator(s), if applicable. All operator costs are rebilled AT COST.

III. Miscellaneous Information

PYROTECHNICS: Three Stories requires that utilization of pyrotechnic or related effects be in compliance with NFPA 1126 “Standard for the Use of Pyrotechnics before a Proximate Audience.” We require the operating instructions and safety requirements for any and all pyrotechnic device(s) used be made available in advance to Benedum Management and Production for review and reference. City of Pittsburgh permitting charges may apply. If necessary, a Fire Marshall will be hired to be on premises. These charges will be passed along AT COST.

ADDITIONAL MARKETING SERVICES: The Pittsburgh Cultural Trust Marketing Department offers various services for fee or commission. Please contact the Trust Marketing Department for further information. With the exception of the Calendar of Events, no marketing services or materials are included as part of this lease agreement. The use of Trust marketing services depends partly on staff availability.

LIABILITY INSURANCE: Incoming organizations are required to provide and maintain, at its expense, both worker’s compensation and comprehensive liability insurance covering claims for personal injury, including bodily injury, death and property damage, occurring in and about the Premises which result from occupancy and use. Said insurance shall include accepted contractual liability endorsements and shall provide coverage in the following minimum amount: One Million Dollars (\$1,000,000) general liability. A COI must be provided to the Trust which lists the Trust as additionally insured.

IV. Venue Capacity

First Floor Peirce Theater		95

subtotal **95**

Second Floor		58

subtotal **58**

Third Floor		82

subtotal **82**

TOTAL	235
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*Wheelchair user locations in Three Stories are located on each floor. Elevator is available for access to all floors. Three Stories requires that all Lessees comply with the requirements of the Americans with Disabilities Act (ADA) and make appropriate accommodations for all patrons. Cost associated for ADA services will be rebilled during settlement.