



# CENTRE FOR PERFORMANCE & CREATIVITY

## RENTAL INFORMATION PACKAGE

*EFFECTIVE OCTOBER 1, 2023*

42 Bannerman Street | 81 Cochrane Street  
St. John's, Newfoundland and Labrador

✉ [melissa@firstlightnl.ca](mailto:melissa@firstlightnl.ca)

☎ 709-726-5902 ext. 401



First Light Centre for Performance and Creativity is a Social Enterprise; a professional arts centre with the goal of supporting and promoting Indigenous arts, while acting as a resource centre for all local/professional arts. First Light aims to provide affordable, accessible, and well-resourced spaces, supportive staff, and quality equipment, to encourage meaningful experiences in arts creation and presentation. This document contains a general summary of the starting rates for our spaces and production services. Reach out any time to get started on your free, no obligation quote!

Our centre is home to four multi-functional spaces:

**The Event Space**, **The Performance Space**, **The Art Room**, and **The Red Room**.

## THE EVENT SPACE

42 Bannerman Street

### RECOMMENDED USE:

Can be setup in a variety of ways to suit workshops, meetings, gatherings, dinner parties, rehearsals, and more!

### CAPACITY:

**45 - 75** seated (layout dependant) or **90** standing  
1032 sq ft (approx.)

### FEES:

Rental	Hourly Rate	Daily Rate
Event Space	\$60/hour	\$400/day
Addition of Commercial Kitchen Use	+ \$40/hour	+ \$280/day

*Fees for production services such as tech, event staff, and ticketing can be found on pages 5 and 6.*





## THE PERFORMANCE SPACE

81 Cochrane Street

### RECOMMENDED USE:

Ideal for rehearsals, recordings, concerts, weddings, and other ticketed events.

### CAPACITY:

**550** fire capacity (*including performers & staff*)  
**400** seated (*comfortable audience capacity*)  
10,000 sq ft (approx.)

### NOTES:

- This space has a minimum booking time of three hours.
- Only water is permitted in the Performance Space.
- 14 days notice required for private events & 30 days notice for public/ticketed events.

### FEES:

Rental	Hourly Rate	Daily Rate
Private Events ( <i>rehearsals, recordings, no audience</i> )	\$40/hour	\$280/day
Public Events ( <i>weddings, concerts, with audience</i> )	\$80/hour	\$560/day

Fees for production services such as tech, event staff, and ticketing can be found on pages 5 and 6.





## THE ART ROOM

42 Bannerman Street

### RECOMMENDED USE:

Can be set up in a variety of ways to suit visual arts practice, smaller meetings, and green room services.

### CAPACITY:

10 people 268 sq ft (approx.)

### FEES:

Hourly Rate	Daily Rate
\$25/hour	\$175/day



## THE RED ROOM

81 Cochrane Street

### RECOMMENDED FOR:

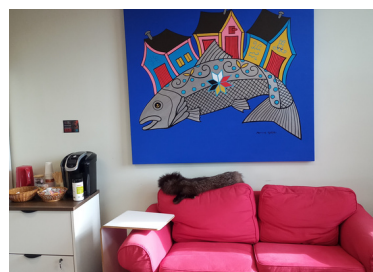
Usually used for office space, casual meeting space, or a green room for performers.

### CAPACITY:

10 people

### FEES:

Hourly Rate	Daily Rate
\$25/hour	\$175/day





## PRODUCTION SERVICES: EVENT STAFF & EQUIPMENT

Our staff are friendly, professional, and experienced in tech, hospitality, event planning, presentation, and production. Some services are optional, some are required depending on the nature of your event. Contact us to discuss your event needs, and we'll be happy to provide a free, no-obligation quote.

Service	Fee
<b>Sound/AV Technician</b>	<b>\$250/8hr + \$40 per additional hour</b>
<b>Stage Management</b>	<b>\$250/8hr + \$40 per additional hour</b>
<b>Livestreaming/Video Services</b>	<b>\$400 - \$1450</b>
<b>Art Room Setup</b>	<b>\$50+</b>
<b>Event Space Setup</b> ( <i>Meeting</i> )	<b>\$100+</b>
<b>Event Space Setup</b> ( <i>Dining</i> )	<b>\$250+</b>
<b>Performance Space Setup</b>	<b>\$200+</b>
<b>Additional Event Staff</b> ( <i>ushers, servers. etc, per staff</i> )	<b>\$50</b>
<b>Graphic Design</b> ( <i>posters, social media, tickets, etc</i> )	<b>\$300 + \$50 per additional format</b>
<b>Ticketing Administration</b>	<b>\$100 + Eventbrite Fees</b>
<b>Catering - Coffee/Tea Station</b>	<b>\$50</b> ( <i>per 10 people</i> )
<b>Catering - Coffee/Tea plus Snacks</b>	<b>\$80</b> ( <i>starting rate, per 10 people</i> )
<b>Catering - Lunch</b>	<b>\$25</b> ( <i>starting rate, per person</i> )
<b>Tech and Hospitality Rider Coordination</b>	<b>Expenses + 20%</b>

All rates are approximate starting rates, based on a one-day booking, and subject to change. Each booking requires a production meeting to confirm, after which an official quote will be provided.



## PRODUCTION SERVICES: EQUIPMENT & STAGING

All renters have access to our tech inventory including sound, light, and AV equipment, tables and chairs, furniture and decor while in our spaces. Customized staging requires additional labour, and sometimes external vendors, and is subject to additional equipment fees:

	Service	Fee
Stages	<b>In House Stage (8'x12' - 10" high)</b> - for solo/duo performances (wooden, with ramp)	\$75 install fees
	<b>Rental Stage (12'x8' - 16" - 24" high)</b> - for up to 5 performers	\$480 delivery, install, pickup fees
	<b>Rental Stage (16'x12' - 16" - 24" high)</b> - for up to 10 performers	\$750 delivery, install, pickup fees
Pipe & Drape	<b>1 - 6 panels</b>	\$50/panel install fees
	<b>Additional Panels (7+)</b>	\$250/panel delivery, install, pickup fees
Projector & Screen	<b>Office Size</b> (6'x6' Screen, Projector)	\$100 install fees
	<b>Film Size</b> (7'6"x13'4" Screen, High Res. Projector)	\$1400 delivery, install, and pickup fees

Prices, services, and capacity limits are subject to change. 14 days notice is required to book the **Event Space**, **Art Room**, **Red Room**, or private bookings in the **Performance Space**. 30 days notice is required for public/ticketed **Performance Space** events. Short notice bookings may be accommodated for additional admin fees.

## GET IN TOUCH WITH US



**Request a date or quote:**

Melissa Samms  
[melissa@firstlightnl.ca](mailto:melissa@firstlightnl.ca)



**Tech inventory & services:**

Lauren Eddy  
[lauren@firstlightnl.ca](mailto:lauren@firstlightnl.ca)



**All other enquiries:**

Natasha Blackwood  
[natasha@firstlightnl.ca](mailto:natasha@firstlightnl.ca)