

## Leasing Information

<b>ARENA</b>	<b>Commercial</b>	<b>Civic</b>
(Ticketed)	\$6,500 or \$12,500 cap	n/a
	\$2,500 or \$10%, no cap	\$1,500 or 8% no cap
Non Ticketed/Flat	\$1,750 a day	\$1,250 a day
<b>THEATER</b>	<b>Commercial</b>	<b>Civic</b>
(Ticketed)	\$2,500 or 15% \$5,000 cap	n/a
	\$1,500 or 12%, no cap	\$750 or 8% \$2,100 cap
Non Ticketed/Flat	\$1,500	\$750
<b>Conference Hall</b>	<b>Commercial</b>	<b>Civic</b>
Whole Hall	\$1,000	\$750
1/2 Hall	\$600	\$450
1/4 Hall	\$350	\$250
<b>Conference Center</b>		
Bayou and Ft. Miro Rooms	\$300 room size 60x60	
Ouachita / Jackson Rooms	\$150 room size 30x60	
Caldwell / Franklin Rooms	\$150 room size 30x60	
Union / Richland Rooms	\$150 room size 30x60	
Louisiana Room	\$125 room size 30x45	
<b>Equestrian Center</b>	<b>Commercial</b>	<b>Civic</b>
	\$750	\$375
Stall Rental (w/center)	\$15 a day	\$15 a day
Without Center	\$20 a day	\$20 a day
Move-in	75% of daily flat rate	
After midnight	\$150/ hr.	
Before 7:00 am	\$100/hr	



## Facility Information

**22,000 sq. ft. Convention Center with 15 meeting rooms and multiple layouts**

- **14,000 sq. ft. conference hall, which seats 1,000 and may be divided into smaller rooms**
- **46,025 sq. ft. arena with stadium style seating for 7,600**
- **30,000 sq. ft. equestrian pavilion with 76 permanent commercial stalls and other amenities**
- **Theatre is equipped with state of the art sound system and seats over 2,000 with an**

MONROE CIVIC CENTER  
 401 Lea Joyner Expressway  
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# Monroe

## CIVIC CENTER



**Rentals Rates**  
**And**  
**Equipment Rates**

## LCD Package

### Computer Display Package #1 \$250.00

- 1 LCD data projector
- 1 Projector cart
- 1 8x10 Tripod Screen to accommodate room size
- All cabling, extension cords, drape power strips, etc

### Computer Display Package #2 \$500.00

- 2 LCD data projector
- 2 Projector cart
- 2 8x10 Tripod Screen to accommodate room size
- All cabling, extension cords, drape power strips, etc

### A/V Equipment

- Panasonic 27" (3) \$50.00
- Slide Projector \$40.00
- Overhead Projector \$35.00
- Screens 8x10 with projector \$25 without \$35
- 10.5"x14 with projector \$40 without \$50
- 12x14 with projector \$55 without \$65

- DVD Player \$50.00
- VHS Player \$35.00

### Audio Microphones

- Wireless hand-held microphone \$50

## Lighting Packages

- Conference hall package \$400
- 8 Focusable "leko" style lights and 16 "Par" Wash lights
- Theater package \$1,000
- Basic theatrical lighting setup
- Arena package \$1,500
- Truss hung with choice of theatrical style lighting

## Event Staff

- |                      |                                 |
|----------------------|---------------------------------|
| Ticket Takers \$7.50 | Police Officer \$27.00(alcohol) |
| Ticket Sales \$7.50  | Police Officer \$22.00          |
| Ushers \$7.50        | Event Security \$12.00          |
| Door Guards \$7.50   | Medical (EMS) \$22.00           |
| Housekeeping \$7.50  |                                 |

\* All Staffing & Production is not included in basic

### Sound System Package #1

- (Audience of up to 100 people) \$300.00
- 2 Powered Speaker
  - 2 Speaker Stand
  - 1 Wired podium microphone
  - All cabling, extension cords, drape and power strips etc

### Sound System Package #2

- (Audience of up to 1000 people) \$1,000.00
- 4 Speaker with amplifiers
  - 4 Monitors
  - 1 24 - channel mixer
  - All cabling, mic, extension cords, drape and power strips etc

### Concert Sound System

- (Audience of up to 3500 people) \$2,500.00
- 8 Speaker with amplifiers (4 per side)
  - 6 Monitors
  - 1 32 - channel mixer
  - All cabling, mic, extension cords, drape and power

### Equipment Rental

- Unfinished table \$10 Finished table \$15 cloth/skirts
- Table cloth \$5 per Table skirts \$7per
- Staging (Arena concert) \$500 per setup
- Basketball court \$1,000 per setup
- Forklift rental \$250 move in and \$250 move out
- Drapes 8ft \$2 per foot , 12ft drapes \$4 per foot

### Booth Rental

- 10x10 booth \$100( Arena)
- 10x10 booth \$75 (Conference & Convention Center)
- Booth includes 1 8ft. backdrop, 2 3ft side drape 1 cloth & skirted table 2 chairs & 110 outlet

### Other Services

- Bar setup \$150 Parking \$1 per Paid Ticket
- Catering 12% of gross
- Novelties 20% after tax
- Box office \$250 setup fee and 2% of net sale