

Music Department Only
Festival/Event Technical Rates and Specs Form

Festival Format/Template

The staff requests that we use a set template for festivals that will honor our unions Article 18.20 - 18.25, found in our CSUEU Collective Bargaining Agreement. See attached.

7a - 8a: Set-up/Registration	1	Hour
8a - 12:30p: Session Part I	4.5	Hours
12:30p - 1:30p: Lunch (no tech services)	1	Hour
1:30p - 6p: Sessions Part II	4.5	Hours
6p - 7p: Dinner (no tech services)	1	Hour
7p - 9p: Concert/Sessions Part II	2	Hours
9p - 10p: Tear-Down/clean-up	1	Hour
	Total 15	Hours

No additional charge, fee includes - 5% Piano maintenance and 10% Hall fund

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Concert Hall and Wahlberg Recital Hall Rates

Festival/Event Rates do not include Gala or Special Concert fees

Package One - \$0 per hour (i.e. Master classes)

Monday - Friday 8am-5pm

Pre-event: Faculty/or designee are responsible for setting up the room

Faculty member responsible for overseeing safety issues and room responsibility. Must be trained for backstage procedures.

Not open to the public, non-Fresno State active participants (liability form required)

Classroom lighting

No technical needs, No stage lightings

No Recording, No backstage access

Post event: doors shut and locked, room cleaned and reset

Package Two- \$20 per hour (i.e. Master classes)

Monday - Friday after hours 5p-10p: weekend 8a-10p

Faculty member responsible for overseeing safety issues and room responsibility. Must be trained for backstage procedures.

Not open to the public, non-Fresno State active participants (liability form required)

1 Stage/House manager to assist with backstage doors and small stage equipment (piano, chairs, stands)

Classroom lighting

No technical needs, No stage lightings

No Recording, No backstage access

Post event: doors shut and locked, room cleaned and reset

Package Three- \$20 per hour (i.e. Master classes)

Monday - Friday, 8am-5pm

Faculty member responsible for overseeing safety issues and room responsibility. Must be trained to move piano and backstage procedures.

Not open to the public, non-Fresno State active participants (liability form required)

1 tech manager to assist with basic technical support, wireless microphone (handheld or lapel only), playback from CD, MP3, Laptop

Stage lights if needed

No Recording, No backstage access

Post event: doors shut and locked, room cleaned and reset

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- Package Four- \$45 per hour (i.e. Festival with no adjudicators)**
- Open to the public, 8a-10p; non-Fresno State active participants (liability form required)
- 2 House Managers for the Concert Hall to assist with doors, tickets, small stage equipment (piano, chairs, stands)
- 1 Production Staff. Includes basic technical support, up to 2 wireless microphone (handheld or lapel only), playback from CD, MP3, Laptop, and festival recordings.
- Concert Stage lights if needed
- No backstage access
- Optional recording for the final performance up to 45 minutes*

- Package Five- \$75 per hour (i.e. Festival with adjudicators)**
- Open to the public, 8a-10p; non-Fresno State active participants (liability form required)
- Box Office (2 staff required)
- 2 House Managers for the Concert Hall to assist with doors, tickets, small stage equipment (piano, chairs, stands)
- 1 Production Staff. Includes basic technical support, 2 wireless microphone (handheld or lapel only), playback from CD, MP3, Laptop, and festival recordings.
- Recording links which includes stage recording and up to 3 judges comment recordings** per group
- Concert Stage lights if needed
- If backstage access is required please choose 1 of the following:
 - Volunteers must complete training for backstage manager duties
 - \$15/hr - Stage/House manager

- Additional Fees**
- *\$75 - Recording Fee
- \$25/hr - Audio Engineer for sound reinforcements
- \$15/hr - Stage/House manager
- **\$10 - per group. Includes performance recording and up to 3 judges comment.
- \$125 - Theater Moving Lights per day
- \$50 - Video Projector and Screen
PC _____ or Mac _____

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Single Classroom Rate

Festival/Event Rates do not include Gala or Special Concert fees

- Package One - \$0 per hour (i.e. Master classes)**
- Pre-event: Faculty/or designee are responsible for setting up the room
- Faculty member responsible for overseeing safety issues and room responsibility. Must be trained for backstage procedures.
- Not open to the public OR open to the public
- Non-Fresno State active participants (liability form required)
- No technical needs
- No Recording
- Post event: doors shut and locked, room cleaned and reset

- Additional Fees**
- \$75 - Recording Fee
- \$25/hr - Audio Engineer for sound reinforcements
- \$15/hr - Stage/House manager
- \$10 - per group. Includes performance recording and up to 3 judges comment.
- \$125 - Theater Moving Lights per day
- \$50 - Video Projector and Screen
PC_____ or Mac _____

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Meal Periods

- 18.20 An employee **working more than five hours** shall be entitled to a meal period of not less than thirty (30) minutes, and not more than sixty (60) minutes. The time of such meal period shall be scheduled by the appropriate administrator and shall be at or near the middle of the workday.
- 18.21 Meal periods shall not be considered time worked when all of the following conditions are met:
- a. meal periods are at least thirty (30) minutes in duration,
 - b. the employee is completely relieved of his/her duty, and
 - c. the employee is free to leave his/her work station if the employee so desires.
- 18.22 An employee who is required by an appropriate administrator to remain at his/her workstation for the full shift shall be permitted to take a meal period, not to exceed thirty (30) minutes during work time. The meal period shall be paid and shall count as hours worked. In such case, the appropriate administrator may reduce the scheduled shift by the length of the meal period.

Rest Periods

- 18.23 An employee shall be allowed rest periods each workday of fifteen (15) minutes for each four (4) hours worked. Rest period schedules shall be determined by the appropriate administrator in accordance with the operational needs of the department. Rest periods shall be counted towards hours worked. When an employee is required to perform duties during a scheduled rest period, the appropriate administrator shall ~~endeavor to~~ reschedule the rest period for that workday. Rest period time not taken shall not be cumulative.

Clean-up Time

- 18.24 When deemed necessary by the appropriate administrator, employees shall be permitted a clean-up period of up to ten (10) minutes as appropriate to perform personal washing and changing of clothes immediately prior to the end of their workday.
- 18.25 Employees who work in assignments that come into frequent contact with dirt, waste, biowaste, or toxic chemicals shall be granted clean-up time. Reasonable worktime shall be provided to an employee for the taking of showers when deemed necessary by the appropriate administrator.