

# TICKETMASTER EVENTS AN OVERVIEW



Please see below the following rental rates and information for the Houma-Terrebonne Civic Center, as it applies to your stage show i.e. concert, theater production and *Ticketmaster* event.

The rental period is from 8am-midnight.



## **Hall A or B - (Half Arena)**

*Seating capacity approx. 2000 (depends on setup)*

Base rental price: \$1500/day vs. 10% of gross ticket sales

One-time set-up fee: \$300

## **Hall A & B - (Full Arena)**

*Seating capacity approx. 4500 (depends on setup)*

Base rental price: \$2500/day vs. 10% of gross ticket sales

One-time set-up fee: \$500

## **Parking Lot - (when used as event space, not parking)**

Parking Lot A (Bayou-side lot) - \$700

Parking Lot B (Front lot) - \$400

Parking Lot C (Side lot with RV pedestals) - \$2000

*(Note: percentage of gross above still applies for events held solely in the parking lot)*

Move-in days are half of the base rent per day when occurring between 8am-5pm weekdays only.

**Production note:** You would be responsible for bringing in all sound and stage lights associated with your event. All other building equipment or soft goods may be rented at an additional charge. A complete list of equipment rental charges can be downloaded from the website.

The event would be sold through the *Ticketmaster* ticket system. The following charges would apply:

- 3% fee of gross Box Office receipts charged to the promoter at settlement.
- \$1 facility maintenance fee added to the price of every ticket sold at the Civic Center's Box Office, which is retained by the Civic Center.
- 4% fee charged to the promoter at settlement for all credit card sales for tickets purchased through the Civic Center's Box Office.

Our Risk Management Department requires that you provide a one-million dollar General Liability insurance policy naming Terrebonne Parish Consolidated Government as Certificate Holder and Additional Insured. This must include move-in and move-out days, as well as event days. The Civic Center must have this certificate no later than two (2) weeks before the event date.

Any backstage catering must be provided by your choice of our approved caterers. An approved caterers list with contact information and/or menu options can be located in the *CATERING* section of the website. The Houma Civic Center's in-house concessionaire can provide fixed and/or portable concessions for show patrons.

Officers from the Houma Police Department must be present for your event during show hours. The attendance and type of concert/show would determine how many officers are needed. Rates are \$25/hour/officer with a 4-hour minimum. All other staff deemed necessary by Civic Center personnel, such as ticket-takers, ticket sellers, door guards, etc. would also be available at additional costs to be provided upon request from our Event Services Department.

A Special Event Occupational License must be obtained from the Sales & Use Tax Department for your event. The charge is \$250 for this permit. For further information, please contact the Sales & Use Tax Department at 985-876-3734.

Please note that other fees may apply as deemed necessary by Civic Center personnel as the show is advanced with the Event Services Dept.

For more information, please contact the sales department.  
Thank you for your interest in the Civic Center, and we hope to host your event!