

WORTHAM CENTER OPERATING COMPANY

RULES AND REGULATIONS FOR USERS

The WCOC is a non-profit organization founded for the purpose of maintaining and operating the backstage equipment at the Wortham Theater Center. Our normal house crew consists of a House Carpenter, House Electrician, House Soundman and House Propman. The fiscal year 2020/2021 crew rate charge for non-profit organizations is \$44.20/hour per man, which includes all employer related expenses such as taxes, insurance and benefits. A rate of \$66.00/hour per man shall be charged to all local and non-local organizations considered to be corporate entities regardless of their non-profit status.

1. Crew estimates (total labor charges + 10%) must be paid in full a minimum of thirty (30) days prior to your event. Special circumstances may reduce this minimum to ten (10) days at the discretion of the Director of Backstage Operations. Any funds not used will be refunded in a timely fashion following your event.
2. A lamp replacement fee of \$60.00 per day will be charged to the User for each day the theater is leased.
3. Unless prior arrangements have been made with WCOC, the User shall be responsible for issuing the call for backstage crew (other than House Crew) involved in the event. Labor charges for any additional crew are billed by another organization and are not reflected in the WCOC House Crew estimate. Depending upon the additional crew requirements, WCOC can estimate these labor charges and handle payment but only in the capacity of a payroll agent not as an employer.
4. Labor conditions such as overtime, meal penalties, recording fees, etc., will be charged on the same basis as in other professional venues within the City of Houston. Dependent upon the extent of equipment used and the size of the User's backstage crew, the hours charged on a daily basis for the WCOC crew may reflect an additional half-hour of time over and above the hours charged by the User's stage crew. This half-hour increment reflects any time, prior to the call, during meal breaks and after the call that the WCOC crew is performing opening and closing procedures to the theater.
5. There shall be absolutely no food, drink or smoking on-stage unless it is part of the event. The User is responsible for notification of this policy to their performers, employees, etc.
6. WCOC is not responsible for the cost or procurement of expendables that may be necessary for your event; including but not limited to, tape, tie line, lighting gel, lumber, hardware or other theatrical paraphernalia. ***Piano tuning is the responsibility of the User, not WCOC***
7. On-stage activity before or after the WCOC crew call, or while the WCOC crew are on meal break, is strictly forbidden.