



PROUDLY INDEPENDENT VENUES FOR OVER 25 YEARS

Manchester Academy  
University of Manchester Students' Union  
Oxford Road, Manchester, M13 9PR

# RATE CARD

## VENUE CONTACTS

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Venues Technical Manager: **Dave Morrissey**  
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Bars Manager: **Harriet Wray**  
Email: [harriet.wray@manchester.ac.uk](mailto:harriet.wray@manchester.ac.uk)

## ADVANCES

Please send your initial show advances to: [advances.su@manchester.ac.uk](mailto:advances.su@manchester.ac.uk). One of the team will respond and copy in all staff working on your event so you just need to "reply all" to all further correspondence.

## CAPACITY

2525 standing plus 75 guests / 1100 seated, please hold required guest tickets.  
Any additional holds for guests or production must be made on confirmation of the show.

## DOOR TIMES & CURFEWS

Door times are as per your requirements; however, please note our standard door time for concerts is 7pm with an 11.00pm curfew and 7pm - 10.30pm on Sundays

## LICENCE

The venue is licensed for late night events and holds a 3am licence Sun -Thurs, 4am Fri - Sat. Later finishes can be arranged should you require them.

# RATE CARD IN HOUSE PRODUCTION

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**FIXED CHARGES** Based on a standard 7pm – 11pm concert. All charges are exclusive of VAT at the current rate

## BUY OUT DEAL:

A fixed buy out rate of £4,500.00 + PRS. Please confirm your intention to buy the venue out when confirming the show, deals will not be amended after that point. The services included in this deal are the same as the In House Production package listed below.

## PER HEAD DEAL:

- Venue rental - £1600.00 base rent plus £1.75 per ticket sold above 1350 sales
- Security contribution – £1200.00 based on a 10am load in and a 1am load out\*
- Local advertising contribution - £395.00
- PRS – charged at current rate
- Ticketing – 10p per ticket. This includes ticket printing, distribution and Box Office sales provision at face value
- Medics - £180.00
- Wi-fi and Production Office phone - £30.00

*\*Please note that the venue will undertake individual risk assessments included in the hire fee. Should additional staff be deemed necessary, extra charges will apply. Please discuss this with us at the pencil stage.*

## SEATED COSTS:

- Base rent £2500.00
- Security £1000.00
- Chairs £900.00 (this is a max cost, we only hire in what's needed. 500 chairs are provided free of charge)
- Chair set up / breakdown £200.00
- First Aid £180.00
- Ticketing -10p per ticket
- Local Advertising - £395.00
- Wifi and Production Office phone - £30.00

## Included in these charges are the following services

- PA and lights - as per venue specifications
- 2 x Sound Engineer (x1 for seated shows)
- 1 x Lighting Engineer
- FOH and FOS barrier
- Box Office and Guest list staff
- Available Parking
- Security - as per our standard operating levels
- Ticketing
- Medics
- Local advertising
- Wi-fi
- Production Office phone

# RATE CARD IN HOUSE PRODUCTION



## ADDITIONAL CHARGES

- Overnight security
- Additional engineers
- Towel hire - £1 per towel. Lost towels are charged at £6 per towel
- Passes - 10p per pass
- Early production load in
- Confetti Clean Up
- Additional Staffing Costs
- Early Access
- Bus Security

## Promoters will need to supply and pay for the following (if needed)

- Stage crew – for an in house production a minimum crew of 4 staff for load in and load out
- Riggers / Runner (s) / Catering Assistant (s) / Electrician

## De-rig charges

Please note that when our house PA or lighting is required to be removed to facilitate touring production we will levy a de-rig charge to your show to cover the direct costs of their removal and re-instatement. This will be charged at cost and confirmed during the advancing stage of your show.

## Merchandise

We charge a facility fee of £0.12p + vat per ticket sold. We will provide tables. There is limited storage at the venue. If you would like to have merchandise delivered, please get in touch with the Operations Manager for the show to see if this can be arranged.

# VENUE INFORMATION

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## TICKETING

### **Daytime Walk In Box Office:**

Venue Box Office is open for personal callers Monday – Friday 9.00am - 5.00pm. The Box Office is open on every event night.

On line: [www.manchesteracademy.net](http://www.manchesteracademy.net)

Box Office: 0161 832 1111

Our website must be listed on all show advertising.-

The venue requires a minimum of a 50% allocation of the saleable capacity.

## AGE RESTRICTIONS

The venue welcomes all ages to its events but please note that Under 14s must be accompanied by an adult over the age of 18 at all times. Under 8's must have hearing protection. Please advise if a stricter age restriction is required.

## FACILITIES

### **Production Office:**

Location: off stage left 1st floor with stairs and lift access

Production phone: 0161 275 4815

Wireless internet available

### **Dressing Rooms:**

Location: off stage left on the 1st floor accessible via stairs and lift there are four dressing rooms, complete with showers and toilets. This includes one dressing room with accessible shower and toilet facilities. All dressing rooms have direct stage access.

### **Catering Access & Facilities:**

Located off stage left on the 1st floor, fully equipped kitchen plus a large dining room.

Power: Multiple 13a wall mounted sockets.

### **Special Effects:**

Smoke & haze may be used freely. Pyrotechnics, lasers & other special effects may only be used by prior arrangement a minimum of 4 working weeks prior to the performance date (s). We will require both method statement and risk assessments for our records, all operators must be deemed competent. Where appropriate we will have to consult Manchester city council for clearance.

### **Crowd Management Supplier:**

Showsec International

### **Crew:**

All crew is to be booked through Dave Morrissey at [mozza7777777@yahoo.com](mailto:mozza7777777@yahoo.com)

### **Runners:**

Please book directly through our preferred supplier – Runner & Riders Martin 'Billy' Bateson. Contact details available on request.

*If you wish to use another supplier, you must inform us and ensure that the supplier is a recognised and reputable company with the correct insurances.*

### **Riggers:**

Booked in house.

### **FOS Barrier:**

Supplied in-house - Prolyte.

### **Towels:**

Are available, they are charged for – as detailed in the rate card.

OXFORD ROAD, MANCHESTER, M13 9PR  
**MANCHESTERACADEMY.NET**

# VENUE INFORMATION

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## LOAD IN

Not before 10am. If you require access for production load in prior to 10am we charge an additional £100.00 per hour, for catering or dressing room early access this is charged at £50.00 per hour. Please contact us in advance to arrange this.

Load In is street level - backstage left.

Width:	3.55m	11'7"
Height:	3.45m	11'3"

## STAGE

### Stage Dimensions / Staging:

Stage comprises of 8' x 4' steel deck sections

Depth:	7.30m	24'
Width:	12.20m	40'
Height:	1.20m	4'

An additional 6 sections of 8' x 4' steel deck are available for use as risers / PA wings etc. They can be fixed with 1', 2', 3' or 4' legs.

### FOH Mix Position:

Meters: 12.95m Feet: 42'5"

### Load In:

Not before 10.00am unless agreed in advance. Via ground level door backstage left.

Width:	3.55m	11'7"
Height:	3.45m	11'3"

## FLYING/RIGGING

### Flying Points:

Rigging Plot – available on request.

Production flying requires 7 days notice, some production payload available on house trusses.

De rig charges apply these will be agreed during the advancing stage of your show.

## RADIO FREQUENCY LICENSING

It is the promoters responsibility to ensure radio frequencies used have valid licenses.

## PARKING FACILITIES

We have space for 5 buses with trailers to cover all 4 Manchester Academy venues. Two of these are guaranteed to be available for Manchester Academy shows. Please let us know your parking requirements in advance and we will try to accommodate any extra space needed.

Please provide us with the details of all touring vehicles including registrations, no later than 72 hours prior to your show. Your vehicles will be booked on site to ensure you experience no issues gaining access.

If you have any last minute requests please let us know ASAP on the day of the show and we will use best endeavours to get clearance. Public and overspill production cars - there is a large car park to the rear of the Academy, which is charged at £4.50 for the evening.

# VENUE SPECS: SOUND, LIGHTING & POWER / IN HOUSE PRODUCTION

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## AUDIO SYSTEM

### Speaker System:

8 x	LAcoustics	V-Dosc
6 x	LAcoustics	dV-Dosc
8 x	LAcoustics	SB28
2 x	Front Fills	AA281
6 x	Balcony Fills	AA281
	La8 amps & processing I	

### Desks:

FOH	Soundcraft	Vi 5000
	64 in / 32 out	
MONS	Soundcraft	Vi 3000
	64 in / 24 out	

### Multicore:

48w	Analogue
12w	Returns
4w	BNC
4w	Cat 5e
32A1P	Mains

### Monitor System:

11 x	Adlib MP3 Wedges on 7 mixes
1 x	Drum Sub Adlib AA215
1 x	Adlib MP3 Listen Wedge
4 x	Side Fills Adlib FD2 & Sub
	Crown amps & Processing

### Comms:

FOH to MONs sl

### Microphones & Di's:

6 x	Sure	SM58A
8 x	Sure	SM58
8 x	Sure	SM57A
8 x	Sure	SM57
2 x	Sure	91A
3 x	Sure	52A
4 x	AKG	451
6 x	Sennheiser	904
8 x	Sennheiser	604
2 x	Sennheiser	614
1 x	Beyerdynamic	M88
10 x	Radial active DI	J48

Please note that we don't carry any wireless mics/IEMs, or DJ Gear at any of our venues. If any of these items are required they need to be hired in.

## LIGHTING SYSTEM

### Desk:

Avolites Tiger Touch 2 with wing

### Haze:

1 x Unique 2.1

### Multicore:

4w	Dmx	5xlr
3w	Comms	3xlr
2w	Cat 5e	RJ45

### Front Truss:

8 x	Martin Mac Aura XB
4 x	Procan 4- Light Blinders
6 x	Source 4 Jr 25/50
1 x	10.8m Truss MDP
2 x	LG Hoist 400kg

### Mid Truss:

4 x	Robe Spiider
4 x	Martin Viper Profile
2 x	Elation 3k Proton
1 x	12.5m Truss H40V
2 x	LG Hoist 400kg

### Back Truss:

4 x	Robe Spiider
4 x	Martin Viper Profile
2 x	Elation 3k Proton
1 x	12.5m Truss H52S
2 x	LG Hoist 1000kg

### Backdrop Bar:

1 x 10m pipe off back truss

Plot & patch available on request

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## AVAILABLE POWER SUPPLIES

1 x 250A3P	Powerlocks	SR
3 x 63A3P	CeeForm	SL
2 x 63A3P	CeeForm	Back Wall
2 x 125A3P	CeeForm	Back Wall
1 x 32A3P	CeeForm	Back Wall
2 x 63A1P	CeeForm	Back Wall

### Bus Power:

4 x 16A1P	CeeForm	Bus Bays
3 x 32A3P	CeeForm	Bus Bays