



Facility Rental Information

Dorethe and Clay Tucker Theatre and its auxiliary spaces are available for rent when not in use by MTSU Department of Theatre and Dance. Tucker Theatre accommodates major music, dance, theatrical and televised productions throughout the year. The versatility of the venue is perfect for theatrical productions as well as a wide variety of events such as award ceremonies, pageants, recitals, competitions, keynotes, conferences, concerts and rehearsals.

Basic information regarding rental is available below. For more information regarding the facility, schedule or booking, please contact the Facility email at Tucker.Theatre@mtsu.edu

Policies

Rental Policies and Procedures – All rentals must adhere to the State of Tennessee, Middle Tennessee State University, and MTSU Department of Theatre and Dance policies and procedures. Individual restrictions and accommodations may be imposed on an individual basis. Final discretion regarding all aspects of the use of the facility and rental are at the sole discretion of Facility Management.

Booking – Rental inquiries are available at any time throughout the year. To book an event, a request should be submitted at [Tucker Theatre Facility Request](#) or contact the Tucker Facility Management. Users wishing to utilize the facility may be required to complete a contract that outlines the use of the facility and estimated costs. All final decisions regarding booking, scheduling, and fee information are at the sole discretion of Facility Management.

Deposit and Billing – Contracting begins in July for the current fiscal year (July – June). Contracts outline dates in which contract and deposit must be returned in order to secure a date. A \$1000.00 non-refundable payment is due with your signed contract. The payment is applied to the total balance of the invoice. A final estimate may be submitted to the user 30 days in advance of the event. A final invoice may be submitted to the user once all technical logistics have been established. Payment may be due 10 days prior to the event. Any additional charges accrued during the event will be invoiced to the user and require additional payment within 10 days.

More information – More information regarding rental and facility is available online at MTSU.edu/TuckerTheatre Facility management is available to answer questions regarding the facility 8:30am – 4:00pm Monday through Friday.

Director of Production & Tech Ops	John Underwood	John.Underwood@mtsu.edu	615-904-8230
Production Assistant	Hunter Overby	Hunter.Overby@mtsu.edu	615-898-2181
Facility Management		Tucker.Theatre@mtsu.edu	

Technical Service Rates – External Events:

Half Day Rental - \$2,000.00

- Facility - 4 - hour facility rental
- Lighting - Access to repertory lighting equipment
- Sound - Access to repertory sound equipment
- Video - Use of Front of House projection, screen, monitor, and playback system
- Staffing - Event Manager, Audio Engineer, Lighting Technician, Video Technician, Stage Hand



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Day Rental - \$3,000.00

- Facility - 8 - hour facility rental
- Lighting - Access to repertory lighting equipment
- Sound - Access to repertory sound equipment
- Video - Use of Front of House projection, screen, monitor, and playback system
- Staffing - Event Manager, Audio Engineer, Lighting Technician, Video Technician, Stage Hand

Extended Day Rental - \$4,000.00

- Facility - 12 - hour facility rental
- Lighting - Access to repertory lighting equipment
- Sound - Access to repertory sound equipment
- Video - Use of Front of House projection, screen, monitor, and playback system
- Staffing - Event Manager, Audio Engineer, Lighting Technician, Video Technician, Stage Hand

** Additional charges may apply including additional technicians, equipment, auxiliary space use, parking, and custodial.*

Additional Event time billed at \$300/ hour.

Gear prep and load in time billed at \$150/ hour.

Additional Services

- Venue Ticket Fees
 - Ticketed Event - \$2.00 per ticket + Credit card fees or \$400.00 (whichever is greater)
(covers front of house and box office staff, online ticket fees, and equipment)
*Flat per ticket fee can be assessed to patrons.
 - Free event - \$400.00
(covers Front of house staff and ticket pre-print to track attendance)
- Rear Projection System
 - \$500/day 40'x18'screen, rear projection system.
- Event Recording and Live Stream
 - Recording
 - Single Cam with limited editing in post - \$500/day
 - Multi Cam with live and post editing - \$1000/day
 - Live Streaming
 - Single Cam - \$250/day
 - Multi Cam - \$500/day
- Marley Dance Floor
 - \$500
- Staffing
 - \$30.00 / per hour per additional Event Manager
 - \$15.00 / per hour per additional technician
*Additional staff determined by technical needs and estimated attendance.
- Custodial
 - \$50 / per hour for porter
 - \$500 fee for all weekend events required
- Additional services and staging and audio/visual equipment are available upon request.
- Additional fees can be assessed for damage to building and equipment, theft, excessive trash, debris or props left after event.



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Technical Service Rates –

University, Student, and Co-Sponsored Events: *Minimum of 4 hours required for any reservation.*

Tier 1 – \$250/hr.

- Facility
 - Tucker Theatre and Green Room
- Lighting
 - Lighting equipment in front of main curtain
- Sound
 - Sound playback equipment and wireless microphone and lectern microphone
- Video
 - Use of Front of House projection, screen, monitor, playback system and engineer
- Staffing
 - Event Manager, Audio Technician, Lighting Technician

Tier 2 – \$300/hr.

- Facility
 - Tucker Theatre and Green Room
- Lighting
 - All Conventional, LED, and other intelligent lighting fixtures.
- Sound
 - Sound playback equipment, wireless microphones, analog microphones, Drum mic kit, DI inputs
- Video
 - Front of House projection, screen, monitor, playback system and engineer
- Staffing
 - Event Manager, Audio Engineer, Lighting Technician, Video Technician

Tier 3 – \$350/hr.

- Facility
 - Tucker Theatre, Green Room, Dressing Rooms, Make up room
- Lighting
 - Use of Conventional, LED, and other intelligent lighting fixtures. Gels, Gobo's and focusing.
- Sound
 - Sound playback equipment, wireless microphones, analog microphones, Drum mic kit, DI's inputs
- Video
 - Use of Front of House projection, screen, monitor, playback system and engineer
- Staffing
 - Event Manager, Audio Engineer, Lighting Technician, Video Technician, Stage Hand

Tier 4 – \$400/hr.

- Facility
 - Full access to all auxiliary spaces as available
- Lighting
 - Full access to lighting inventory, design and programming
- Sound
 - Full access to sound inventory, design, programming and engineering
- Video
 - Use of Front of House projection, screen, monitor, playback system and engineer
- Staffing
 - Event Manager, Audio Engineer, Lighting Technician, Video Technician, Stage Hands

** Additional charges may apply for additional technicians, equipment, box office, auxiliary space, parking, and custodial.*



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Gear prep and load in billed at \$150/ hour.

Additional Services

- Venue Ticket Fees
 - Ticketed Event - \$2.00 per ticket + Credit card fees or \$400.00 (whichever is greater)
(covers front of house and box office staff, online ticket fees, and equipment)
*Flat per ticket fee can be assessed to patrons.
 - Free event - \$400.00
(covers Front of house staff and ticket pre-print to track attendance)
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 - Single Cam - \$250/day
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- Marley Dance Floor
 - \$500
- Staffing
 - \$30.00 / per hour per additional Event Manager
 - \$15.00 / per hour per additional technician
*Additional staff determined by technical needs and estimated attendance.
- Custodial
 - \$50 / per hour for porter
 - \$500 fee for all weekend events required
- Additional services and staging and audio/visual equipment are available upon request.
- Additional fees can be assessed for damage to building and equipment, theft, excessive trash, debris or props left after event.