



M E S



K N I G H T

**GENERAL INFORMATION**

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*Box Office Manager*

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*Accounting Manager*

**Isabel Lozada**  
*Accounting Clerk*

**General Description**

The James L. Knight International Center is a world-class multipurpose entertainment, meeting, and convention complex located in the heart of downtown Miami's business, commercial, and financial district. Owned by the City of Miami and managed by Global Spectrum, the center is comprised of the James L. Knight Center, the Miami Convention Center, the Miami Conference Center and the Hyatt Regency Miami Hotel. The **James L. Knight Center** theater seats up to 5,000 for entertainment, meeting and general sessions; the **Miami Convention Center** contains 28,000 square feet of dividable exhibit, meeting and banquet space, The River walk, Riverfront Promenade (Upper and Lower), and the Regency Corridor; the **Hyatt Regency Miami Hotel** features first class accommodations in 612 rooms and suites, award-winning restaurants, and an additional 23,000 square feet meeting space; the **Miami Conference Center** which offers a 444 seat auditorium, a 117 seat lecture hall and 17 variable meeting rooms.

**Location, Transportation, & Parking**

The complex is situated overlooking the Miami River at Brickell Avenue, just seven miles from Miami International Airport and two miles from the Port of Miami. Interstate 95 provides both north and southbound exits directly into the facility, as does the adjacent Knight Center Station that provides direct access to both the Downtown Metro mover and Miami-Dade County's Metro rail rapid transit system. Bus, limousine, shuttle and taxicab services are available curbside and yacht charter and water taxi service are available at our docks.

Ample parking is available adjacent to the James L. Knight International Center in the 1,450 space Knight Center/Miami Tower garage operated by Miami Parking Systems and is connected to the Center by an air conditioned, enclosed pedestrian walkway. An additional 600 spaces are readily accessible within two blocks. Valet parking is provided through the Hyatt Regency Miami Hotel and special event rate parking is also available upon prior arrangement with Miami Parking Systems.

**Dining and Entertainment**

All food and beverage service at the James L. Knight International Center is provided by the Hyatt Regency Miami Hotel and will be prepared under the supervision of the hotel's award-winning culinary staff. Located off the main lobby are the River Walk Café, The Deli, and Currents Lounge offering an enticing mix of choices for gourmet and casual dining in a tropical atmosphere.

# JAMES L.

## OVERVIEW

Regardless of the event type, chances are it has played the James L. Knight Center in one form or another. Whether hosting such diverse events as Summit of the Americas, Lady Gaga, World Championship Boxing, Miss Universe, Premio Lo Nuestro (Latin Music Awards), IBM's Annual Shareholder Meeting, Miguel Bose or Sting, the James L. Knight Center has repeatedly met and exceeded the requirements of the most demanding and unusual events.

## Stage and Floor Dimensions

Unlimited staging configurations are readily designed and constructed on site with 80 sections of 4' X 8' Stage-Right staging at 36" – 54" heights and 6' X 8' risers available in 16" and 24" heights. Additional staging requirements will be met upon request. Masking panels, steps, railings, restraint barricades and ramps are included and can be placed anywhere on the **16,000 sq. ft.** fan-shaped auditorium floor featuring a 100' radius.

## Fly System

The fly system consists of two separate line sets. The main system consists of 22 seventy-foot lines over the main stage utilizing independent electric winch drives overhead. The second system consists of 7 motorized lines up close to the permanent seating area. Height from the auditorium floor to the catwalk bottom is 35' with an additional 10' up to the grid. Maximum concentrate load that may be hung directly from the catwalk hanger is 6,000 pounds. Grid loading is 100 lbs. Per sq. ft. Masking, legs, borders, travelers, a full main curtain and cyclorama are available.

## Electric

Power is 3,600 amps 3-phase 4 wire and split to 3 bull switches of 400 amp legs per switch.

## Lighting

The permanent house lighting system features forty (40) Par 64 lamps with dimmers, three (3) 1200 watt Lycian spotlights with assorted gels, and twenty (20) ETC Source Fours with ETC dimming rack and DF 50 diffusion hazer.

## Sound

The JLKC has a fully integrated state of the art sound system with turnkey capabilities. The system features EV line arrays with a YAMAHA PM5-DRH in FOH and MIDAS Heritage H3000 in Monitors control. For specification on pricing please refer to rate sheet and equipment list upon request.

## Loading

The Auditorium floor is easily accessible via a 10' X 10' X 22' (25' diagonal) freight elevator. The 22,000 lb., capacity unit can be accessed either directly at street level or at dock level inside the facility's enclosed and secure five (5) bay handling and logistics terminal.

## Production Office

The Production office is located directly behind stage left. Room size is 256 sq ft. and includes desk, chairs, 1 local access T-1 service, and one (1) unrestricted phone line.

## Dressing Rooms

Located one floor directly below backstage via passenger elevator, the dressing room facilities consist of 2 Star, 2 Chorus and 6 Standard rooms. All are equipped with electrical outlets, make-up counters, full mirrors, washbasins, toilet facilities, walk-in showers and hanging racks. Telephone and Internet activation is available upon prior notification.

# J A M E S L.

## Standard Auditorium Set-up

- House lighting, ventilation, heat and air conditioning as required during event. (In recognition of energy conservation, a minimum level of comfort will be maintained until two hours before event commencement).
- Regular theatre-style seating arrangement (see enclosed seating diagram).
- Maximum stage configuration of 64' X 40'.
- 10 dressing rooms

Additional equipment and operator service costs shall be borne by the User. In addition, User shall be responsible for removal of bulk trash, crates, lumber, and packing materials prior to the event and following load-out. Any costs incurred by the Center for bulk trash not removed by User will result in additional charges at prevailing rates.

## Stagehands

The James L. Knight Center has an exclusive agreement with the Miami Stage Employees Local #500 of the International Alliance of Theatrical Stage Employees (IATSE) to provide all labor required for any production, performance, or exhibition. This includes conventions, trade shows, exhibitions, meetings, banquets, entertainment, sports activities and consumer shows held in the James L. Knight Center Theater. The charges for such services are not included in the facility rental fee and will be included as a cost to the User upon event settlement (see enclosed wage schedules).

## Food Services, Catering, and Concessions

All food, beverage and concession services are provided by the Hyatt Regency Miami Hotel Catering Department. *Backstage catering is at the discretion of the lessee.*

## Merchandise and Novelty Item

All merchandise and novelty services shall be made through prior arrangement with Global Spectrum.

## Audio – Visual

All Audio – Visual requirements shall be provided by the Center upon your request to the Director of Operations. Additional fees will apply.

## Rate Schedule for Ticketed & Non – Ticketed Events

The Center is owned by the City of Miami and operated by Global Spectrum under an Exclusive management agreement. Rental rates offered herein are established by ordinance from the City of Miami.

### General Rental Rates

(Rates may differ according to event)

#### Ticketed Events

#### Non-Ticketed Events

All Space (4,569 seats): \$ 3,000.00 vs. 9%

All Space (4,569 seats): \$ 3,000.00

# C E N T E R

# JAMES L.

## CITY OF MIAMI TICKET SURCHARGE

The City of Miami applies a Surcharge plus any applicable State admission sales tax for every ticket sold as follows:

<b>Price of Admission</b>	<b>Ticket Surcharge</b>
\$ 1.00 – \$14.99	\$ .75
\$ 15.00 – \$29.99	\$ 1.00
\$ 30.00 and up	\$ 2.00

### Taxes

All rentals are subject to applicable Local and State sales tax, which is currently 7.0%

### Insurance

The user is responsible for securing event insurance requiring a minimum of \$ 1,000,000.00 coverage for bodily injury and property damage per occurrence. Specific insurance requirements are provided in the Event Contract Agreement. Global Spectrum will provide event insurance upon request.

### Box Office (Ticketed Events Only)

The Center maintains a full service Box Office with remote Ticketmaster outlet. Tickets for **all** James L. Knight Center events are sold exclusively through the Box Office Center or any Ticket Master outlet. The Center will maintain complete custody and control of all money received from the sale of tickets for the purpose of applying payment of any balances for rent or otherwise due to the Center.

## JAMES L. KNIGHT CENTER

### Meetings or General Sessions

<b>Section</b>	<b>Rate</b>
Theater Floor Only	\$2,000.00
Theater Floor and 1 <sup>st</sup> Tier	\$2,300.00
All Theater Space	\$3,000.00
Theater Load-in (per day)	\$1,100.00
Theater Load-out (per day)	\$1,100.00

**Note: Rates for nonprofit entities for use of the Knight Center may be discounted by 15% upon prior receipt of valid IRS 501 C3 Certificate.**

### Exhibits

<b>Section</b>	<b>Capacity</b>	<b>Exhibit Days</b>
Floor Only	73 8' X 10' 65 10' X 10'	\$5,600.00

# CENTER

# J A M E S L.

## **WAGE SCHEDULE "A"** FOR STAGE PRESENTATIONS, SCHOOLS, CONCERTS, DANCES, FASHION SHOWS, NON-COMMERCIAL CONVENTIONS

Journeyman	\$26.17 per hour
Assistants	\$27.94 per hour
House Heads	\$32.45 per hour
Rigger	\$29.88 per hour
Steward	\$33.63 per hour
Car loaders	\$24.03 per hour
After 8 hours worked in any 24 hour period	Time and one half
Midnight to 8:00 A.M	Time and one half
After 40 straight time hours worked for the same event including Holiday Hours	Time and one half
Holidays	Time and one half
Performance on Holidays	Time and one half
Minimum Call	4 hours
Fractional Hours	Half hours
Performance Time	3.5 hours
Rehearsal Time	Performance Rate
Pension, Health & Welfare	27 %

## **WAGE SCHEDULE "B"** FOR TELEVISION AND VIDEO TAPE, INDUSTRIAL PRESENTATIONS, COMMERCIAL CONVENTIONS

Journeyman	\$31.84 per hour
Assistants	\$32.68 per hour
House Heads	\$36.59 per hour
Rigger	\$33.97 per hour
Steward	\$37.70 per hour
Car loaders (5-hour minimum)	\$29.18 per hour
After 8 hours worked in any 24 hour period	Time and one half
Between 8:00 A.M and 1:00 A.M. Monday through Friday	Straight Time
1:00 A.M to 8:00 A.M	Double Time
After 40 straight time hours worked for the same event including Holiday Hours	Double Time
7 <sup>th</sup> Consecutive day worked for the same event	Double Time
Saturday	Time and one half
Sunday	Time and on half-first 10 hours, Double time after 1 <sup>st</sup> 10 hours
Holidays	Double Time
Minimum Call (Straight Time)	8 hours
Minimum Call (time and on half)	6 hours
Minimum Call (Double Time)	4 hours
Fractional Hours	Half hours
Pension, Health & Welfare	27 %

*\*These wages in effect from 09/01/2010 through 09/01/2011*

# J A M E S L.

## SCHEDULE OF USER FEES

### TICKETED EVENTS

Event Manager	\$30.00 per hour (4 hour minimum)
Event Security	\$21.00 per hour (4 hour minimum)
Ticket takers	\$19.00 per hour (4 hour minimum)
Security Guards	\$21.00 per hour (4 hour minimum)
Ushers	\$19.00 per hour (4 hour minimum)
Supervisor of Ticket Takers and/or Ushers	\$23.00 per hour (4 hour minimum)
First Aid	\$34.00 per hour (5 hour minimum)
Special Needs Coordinator	\$31.00 per hour (5 hour minimum)
Receptionist	\$18.00 per hour (4 hour minimum)
House Supervisor	\$150.00 per event
Police Officers (Regular events)	\$36.00 per hour (3 hour minimum) (Includes \$3.00/hr. City surcharge)
Police Sergeant	\$40.00 per hour (3 hour minimum) (Includes \$3.00/hr. City surcharge)
Police Lieutenant	\$44.00 per hour (3 hour minimum) (Includes \$3.00/hr. City surcharge)
Runner	\$210.00 per 6 hours

### NON - TICKETED EVENTS

Event Manager	\$30.00 per hour (4 hour minimum)
Event Security	\$21.00 per hour (4 hour minimum)
Security Guards	\$21.00 per hour (4 hour minimum)
Ushers	\$21.00 per hour (4 hour minimum)
Supervisor of Ticket Takers and/or Ushers	\$23.00 per hour (4 hour minimum)
First Aid	\$37.00 per hour (4 hour minimum)
Special Needs Coordinator	\$31.00 per hour (5 hour minimum)
Police Officers (Regular events)	\$36.00 per hour (3 hour minimum) (Includes \$3.00/hr. City surcharge)
Police Sergeant	\$40.00 per hour (3 hour minimum) (Includes \$3.00/hr. City surcharge)
Police Lieutenant	\$44.00 per hour (3 hour minimum) (Includes \$3.00/hr. City surcharge)
Overnight Security	\$28.00 per hour

### CLEAN-UP COST SCHEDULE

<b>Attendance</b>	<b>Cost</b>
Half-house (2 <sup>nd</sup> tier closed)	\$1,200.00
Full-house	\$1,500.00
Restroom Attendant	\$17.50 / hr. per restroom
Dressing Rooms	\$200.00 Flat Fee or \$30.00 per room
Confetti Clean Up Fee	\$500.00 Flat Fee
Post Event Clean Up (Half House)	\$1,000.00 Flat Fee
Post Event Clean Up (Full House)	\$1,500.00 Flat Fee

*\*All rates are subject to Florida State Sales Tax @ 7%  
All rates are subject to change without notice.*

# J A M E S L.

## EQUIPMENT COST SCHEDULE

Air Conditioning	\$70.00 per hour
Diffusion Hazer	\$50.00 per performance
Cyc	\$100.00 per day
Dimmer	\$100.00 per day
Easel	\$7.00 ea.
Genie Lift	\$100.00 per day
Clear Comms. (House electric included at no fee)	\$60.00 each
Fork-lift	\$150.00 per day
Lectern	\$50.00 per day
Par Lamps	\$25.00 ea.
Source Fours	\$30.00 ea.
Spotlight	\$150.00 ea
Tables (any size)	\$5.00 ea.
Tables w/ Cloth	\$10.00 ea.
Tables w/ Skirt	\$15.00 ea.
Barricades	\$10.00 ea.
Chairs (1 – 50)	2.00 ea
Chairs (51 – 250)	1.00 ea.
Chair (250 +)	0.50 ea.
Chairs / Non-Profit Rate	0.50 ea.
Dance Floor	\$ 5.00 per 3' X 3' Section
Risers	\$25.00 ea.

## IN HOUSE SOUND PACKAGES

Meeting	\$2,000.00
Music Half-House	\$3,500.00
Music Full-House	\$4,000.00
Wireless Miscellaneous, Extended monitors	Pricing available on request
Remove House Sound	\$450.00
Remove House Lights	\$450.00

# INTERNATIONAL CENTER

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# JAMES L.

## JAMES L. KNIGHT CENTER

### Auditorium Rigging Specification

# KNIGHT

<u>Set No.</u>	<u>Dist. Off Back Wall</u>	<u>Pipe Length</u>
1	43' 3"	
2	42' 9"	70'
3	41' 3"	
4	39' 9"	
5	38' 0"	
6	36' 3"	
7	35' 1"	
8	33' 0"	
9	29' 6"	
10	27' 4"	
11	25' 6"	
12	23' 8"	
13	21' 10"	
14	21' 4"	
15	20' 8"	
16	19' 4"	
17	16' 10"	
18	16' 0"	
19	14' 0"	
20	12' 0"	
21	5' 0"	
22	2' 0"	60'
23	N/A	40'
24	N/A	40'

1A	(25)	85' 3"	54'
2A	(26)	84' 3"	
3A	(27)	82' 9"	
4A	(28)	75' 9"	
5A	(29)	65' 3"	
6A	(30)	63' 9"	
7A	(31)	60' 9"	
8A	(32)	N/A	25'
9A	(33)	N/A	25'

# INTERNATIONAL

# CENTER



# JAMES L.

## JAMES L. KNIGHT CENTER

### ANCILLARY RENTAL RATES

<u>LOCATION</u>	<u>REGISTRATION</u>	<u>COFFEE BREAK</u>	<u>OTHERS</u>
Glass wall	\$50.00	\$75.00	\$100.00
Promenade – Lower, (Includes Orchid Area)	\$50.00	\$75.00	\$375.00
Promenade - Upper	\$50.00	\$75.00	\$375.00
River walk	\$50.00	\$75.00	\$475.00
Regency Corridor	\$50.00	\$75.00	\$375.00
Entrance Level Patio	\$50.00	\$75.00	\$375.00
Main Level Lobby	\$50.00	\$75.00	\$600.00
South Lobby	\$50.00	\$75.00	\$300.00
Central Lobby	\$50.00	\$75.00	\$150.00
North Lobby	\$50.00	\$75.00	\$150.00
JLK Lobby area	\$50.00	\$75.00	\$1,500.00
Third Level Terrace	\$50.00	\$75.00	\$175.00
Under Escalator	\$50.00	\$75.00	\$100.00
Miami Conference Center (Corridors & hallways)	\$50.00	\$75.00	\$175.00

## MIAMI CONVENTION CENTER

### General Information

Utilizing both the Lobby and Ground Levels of the James L. Knight International Center, the Miami Convention Center is comprised of two primary and three secondary function areas; on the Lobby Level is the 28,000 square foot Riverfront Exhibition Hall which is dividable into North, Central, and South halls thus providing maximum flexibility for any exhibit, meeting, or banquet function; located outside each hall is a generous lobby area, which can be used for exhibition space, registration or reception activities; outdoors on the Terrace Level is the beautiful River walk area overlooking the Miami River and downtown skyline, a truly unique location for any outdoor activities, meals or an elegant reception; also located on the Terrace Level inside the facility are the Upper and Lower Riverfront Promenade areas as well as the Regency Corridor. These areas provide convenient, centralized locations for exhibition, hospitality and registration functions in conjunction with any event held at the James L. Knight International Center.

# J A M E S L.

## RIVERFRONT EXHIBITION HALL

Area	School Room	Banquet	Theatre Style	Reception	8 X 10 Exhibits	10 X 10 Exhibits
<b>North Hall</b> 11,000 Sq. ft	150*	600	600*	1200	45	40
<b>Central Hall</b> 13,000 Sq. ft	170*	800	1000*	1500	50	50
<b>South Hall</b> 11,000 Sq. ft	75	300	450	700	20	18
<b>All Space</b> 28,000 Sq. ft.	400*	1850	1800	3200	110	103

\*Theater style and schoolroom set up are not recommended due to columns in North and Central Halls. Schoolroom table capacity based on single occupancy tables spaced at 24" with 4' walkways between rows of three.

### Technical Specifications

Floor covering:	Carpet
Column spacing:	30' on Center (North and Central only)
Lighting:	Fluorescent and Incandescent
Electrical:	60A 30 per column @ 120 / 208V plus 1-200A 40@ 120 / 208V
Access:	22' X 10' X 10' freight elevator 22,000 lb. Cap.
Video and Audio:	Hookups Available
Ceiling Height:	Minimum 10' – Maximum 13'
Ceiling Type:	Drop acoustical tile
Internet Service:	Wireless / Hardwire T1
Telephone:	12 pair cable per column
Floor capacity:	100 lbs. Per square foot

## MIAMI CONVENTION CENTER

### RENTAL RATE SCHEDULE EXHIBITIONS (Including Load In/Load Out Days)

<u>Area Days</u>	<u>Gross Sq. Ft</u>	<u>1 – 3 Day Charge</u>	<u>Additional</u>
<b>North Hall</b>	11,000	\$3,300.00	\$ 950.00
<b>Central Hall</b>	13,000	\$3,900.00	\$1,150.00
<b>South Hall</b>	4,000	\$1,200.00	\$ 350.00
<b>All Space</b>	28,000	\$8,400.00	\$2,400.00

# J A M E S L.

## MEETING AND SEMINAR RATE PER DAY (Excluding Set Up Costs)

<u>Area Days</u>	<u>Gross Sq. Ft</u>	<u>Daily Charge</u>
North Hall	11,000	\$1,760.00
Central Hall	13,000	\$2,080.00
South Hall	4,000	\$ 640.00
Riverfront Hall	28,000	\$4,480.00

## OTHER EVENTS

<u>Area Days</u>	<u>Net. Sq. Ft</u>	<u>Daily Charge</u>
Riverfront North	11,000	\$1,650.00
Riverfront Central	13,000	\$1,950.00
Riverfront South	4,000	\$1,200.00
Riverfront All	28,000	\$4,800.00
Lobby North	6,156	\$ 150.00
Lobby Central	2,500	\$ 150.00
Lobby South	650	\$ 600.00

Please note that Catering Rates for all functions where the exclusive caterer of the Center is responsible for all costs of set up take down and cleaning of an event the cost shall be \$2.50 per person with the following as minimum amount of people per event. If more than one hall is used the minimum amount of people shall be combined.

Hall A – North = 250 people

Hall B – Central = 300 people

Hall C – South = 200 people

## PRE OR POST CONCERT EVENT

<u>Area</u>	<u>Net Sq. Ft</u>	<u>Daily Charge</u>
Riverfront North	11,000	\$ 900.00
Riverfront Central	13,000	\$1,000.00
Riverfront South	4,000	\$ 400.00
Riverfront All	28,000	\$2,200.00

Rates for nonprofit entities for use of any area in the Exhibit Hall should have a 15 percent discount when available. Upon prior receipt of valid IRS 501 C3 Certificate.

# JAMES L.

## **PUBLIC DANCES, PARTIES OR OTHER FUNCTIONS WITH NO FOOD SERVICE PROVIDED**

(Not connected with any other activity or convention)

<u>Area</u>	<u>Net Sq. Ft</u>	<u>Daily Charge</u>
Riverfront North	11,000	\$ 3,500.00
Riverfront Central	13,000	\$ 4,500.00
Riverfront South	4,000	\$ 2,500.00
Riverfront All	28,000	\$10,500.00

### **JAMES L. KNIGHT CENTER** **EXHIBIT AREA NEEDS**

Pipe & Drape 8' (free standing)	\$2.00 per linear foot
Pipe & Drape 3' (free standing)	\$1.00 per linear foot
<b>8'X10' Booths, Includes: (1) 8' Skirted table, (2) Exhibit chairs &amp; (1) Wastebasket</b>	
Quantity: 1-20	\$55 each per day
Quantity: 21-60	\$45 each per day
Quantity: 61+	\$40 each per day
Exhibitor signs for booth	\$20.00 each (7" x 44")
Registration Booth	\$150.00 each
Skirted Exhibit table (8' X 24")	\$15/day
<b>Stackable Banquet Chair</b>	
Quantity: 1-50	\$2.00 each per day
Quantity: 51-200	\$1.00 each per day
Quantity: 201+	\$.50 each per day
Booth cleaning/Vacuuming	Available on request
Riverfront Hall Post-event Cleaning	Available on request
20 yard Dumpster	\$700 flat fee

# INTERNATIONAL

# CENTER

*\*All rates are subject to Florida State Sales Tax @ 7%  
All rates are subject to change without notice*