



TECHNICAL REQUIREMENTS

LOAD-IN TIMES

Load-in times will be as early as 8 hours before performance unless otherwise notified by the Company

THEATRE AND STAGE

The Company shall have exclusive, unrestricted access to the theatre, stage and equipment for not less than eight (8) hours prior to the first performance. The stage, loading dock, backstage, hallways, and dressing rooms shall be entirely cleared, clean, and in readiness prior to the arrival of the Company. All theatre areas shall be heated (or cooled) to 67-77° F.

The stage area should be no less than 30' wide (proscenium opening) by 25' deep (curtain line to cyc or rear curtain) with the proscenium opening at least 14' high. There should be a cross-over space on stage, behind stage, or below. There should be at least one (1) 6ft. banquet table and one (1) hanging rack set up on both sides of the stage for props, costumes, etc.

The preferred stage floor is resilient wood. The surface should be smooth and, for the artists' health and safety, it is imperative that any irregularities be covered with tape. The stage should be swept and freshly mopped (not waxed) before the spacing rehearsal, and dry mopped before the concert and at intermission. If a portable stage is to be used, it must be uncarpeted, sturdy, securely latched, and the Company must be notified well in advance of the performance date.

DRAPERIES

- 1 House Curtain (Grand Drape) Preferred but not essential
 - 2-3 Sets of Curtain Legs and Borders, black or dark color preferred
- Full stage cyc, white or blue preferred OR 1 Rear fiber optic curtain that is programmable
All draperies should be hung prior to the arrival of the Company

LIGHTING/ELECTRICAL POSITIONS AND EQUIPMENT

Lighting should be concert lighting with an up stage, down stage and front wash, including the following minimum lighting requirements:

- 20- par 56
- 5- source 4
- 8- moving lights
- 1-2 spotlights
- lighting board

SOUND SYSTEM

- 1 Amplifier and speaker system sufficient to cover the room at 92 db
- 1 Mixing board (minimum 32 channel) with phantom power, adjustable reverb effects, and the ability to send separate monitor mix.
- 8 Wireless microphones
- 1 1/3 Octave EQ
- 1 Reverb
- 6 Discreet monitor mixes
- 8 15" monitor wedges
- 6 Instrument microphones
- 6 Direct boxes
- 1 Mini-disc Player
- 1 One Hand-held wireless vocal microphone for announcer
- 1 One communication headset system with at least 5 stations

Note: The Company can bring a complete sound system or any part thereof, depending on cost of transport

TECHNICAL CREW

- 1 Stagehands experienced in technical theatre
- 1 Sound technician/monitor board operator
- 1 Electrician/Light board operator
- 1-2 Spot Operators
- 1-2 Wardrobe Assistants (if steamer available only 1 wardrobe person is needed).
- 1-2 Babysitters (may or may not need)

All personnel need to be available for dry-tech rehearsals up to 5 hours prior to performance.

CREW HOURS

- 1 hour Load in and set up (one person)
- 3-4 hours Lighting focus and programming / audio patching
- 2-4 hours Sound check / rehearsal
- Wardrobe assistant – 5 hours prior to call. Not needed for show.
- 4-6 hours Babysitters (if requested) during rehearsal time and show time
- 2-3 hours Spacing rehearsal, sound check
- 3 hours Performance call
- 1 hour Strike and load-out.

The exact crew/work schedule will be finalized after consultation between the Company's and Presenter's Tech Directors.

WARDROBE

The Company will require two separate rooms that can seat at least five (5) people each in close proximity to the stage. All dressing rooms must have chairs, well-lighted mirrors, and racks or hanging space for costumes. If these rooms do not have hot and cold running water and toilet facilities, men's and women's restrooms must be provided. These restrooms must be for the use of the Company only, easily accessible from the stage and private from the audience.

Quick-change areas must be set up in the wings, stage right and stage left. If possible, please set up one (1) 6ft. banquet table and one (1) hanging rack on each side.

SOUND CHECK

Final sound check will be performed up to 90 minutes before start of show. First sound check and dry-tech with all technicians is preferred up to 5 hours prior to performance.

HOSPITALITY

In many areas restaurants close early. A hot meal such as spaghetti or lasagna is preferred, but a deli tray with meats, cheeses, bread, raw vegetables, fruit, or comparable sufficient for 12 is also acceptable. Beverages: Soft drinks, juices, and sports drinks would be appreciated.

Plenty of bottled water in both dressing rooms as well as stage right and left. Bottled preferred but readily accessible water fountains or larger water dispensers with paper cups are acceptable.