

STAGE REQUIREMENTS

SEATING ARRANGEMENTS

Seating Requirements: Maximum (750) Minus 3 rows for Extended Stage/Orchestral Pit (710)

Scenic/Set Design: Basic Yes No (*All Black Soft Goods Set Up-Back Drops, Cloth Legs and Borders*)

Acoustic: Shells Floor Yes No Overhead: Yes No

Storage Rooms Key Request: Yes No

Draperies:

Grand Curtain Yes No

Black Backdrop Yes No

White Backdrop (Cyclorama) Yes No

Scrim: Black White

Cloth Legs: Black White

Borders: Black White

SCENE/SET DESIGN

Stage Dimensions:

Width: 32' with Cloth Legs

Depth: 25' 10" from Main Curtain Line to Upstage Trough

Width of Performance Area can be increased by folding Cloth Legs

Forestage: Width: 37'

Depth: 12' at Centre Line tapering to 9' at both ends

Will Scenery or Decorations be Hung on Fly Bars: Yes No

List the Bars to be used with Scenery or Decorations: # # # # #

Will there be any Free Standing Sets or Decorations on Stage: Yes No

Plants: Yes No

Piano: Yes No Bosendorfer Grand Chang Upright

Choral Risers: Yes No Number to be used: _____

Platforms: Yes No Number to be used: _____

Music Stands: Yes No Number to be used: _____

Orchestra Lights: Yes No Number to be used: _____

Orchestra Chairs: Yes No Number to be used: _____

Conductor Stand and Podium: Yes No

Dance Mats: Yes No Colour: Black Grey

Wheel Chair Lift: Yes No

Lectern: Yes No

Projector: Yes No

Other Stage Requirements:

AUDIO REQUIRMENTS

AUDIO: Silver (Basic Audio Pkg.) Yes No

Note: The Basic Audio package is as follows:

- 6 Hard-Wire Microphones (*To be used for voices only or 1 microphone can be used on an instrument*)
- 4 Wireless Microphones (*Hand-held or Body Pack*)
- 4 Audio Monitors ; Play Back - CD

NB: If the audio requirements are outside the basic package, an **Audio Engineer** must be hired by the producer to run the audio aspects of the event.

BAND: Yes No (*Once there is a band a Technical Rider must be provided*)

List in detail the setup that the audio aspects of your production will require:

PROJECTOR: Yes No

Picture Format: (Images must be in **JPEG** format) Motion Picture: (Must be a **DVD** format)

RECORDING: Yes No Type: Video Audio

Purpose of Video : Archival Promotional Commercial

*A letter addressed to the General Manager stating the type and purpose of your recording will be required before the production.
The letter should also state who is authorised to record the event.*

Live Media Coverage:

For video recordings, state the number of cameras: _____

LIVE BROADCASTS

Live Radio Broadcast: Yes No Name of Radio Station(s): _____
Live Television Broadcast: Yes No Name of TV Station(s): _____
Live Internet Broadcast: Yes No Name of Contractor: _____

Media personnel are required to complete their set up at least **2 hrs. prior** to the start of the show.

LIGHTING REQUIREMENTS

LIGHTS: Silver (Basic Lighting Pkg.) Yes No

Note: The Basic Lights package is as follows:

- 30 White Lights to cover full stage
- 15 LEDs to create colour on cyclorama
- 10 LEDs to create colour on stage from overhead

If the lighting requirements are outside the basic package, a **Lighting Designer** must be hired by the producer.

List in detail the set up that lighting your production will require:

Follow Spots: Yes No

Additional Effects (Low lying fog etc.) Yes No

NB:Lighting Designer must provide a LIGHTING PLOT to the Technical Coordinator 1 week before load in.

INTERNET ACCESS

Will you require Internet access? Yes No
(Clients are allowed one (1) complimentary internet access code. Any additional codes will be at an additional cost.)
Will you require any additional access codes? Yes No
How many additional codes will be required? 1 2 3 4 5

ANY OTHER INFORMATION

Please list any other technical requirements not mentioned above:

***For clarification or assistance with completion of this form, pls contact:
Technical Co-ordinator Curtis Bachan at 624-1284 ext. 232***