



Technical Requirements
Pride & Prejudice
2012-2013 Production

PRESENTER'S VENUE INFORMATION:

Presenter is required to attach all pertinent information regarding the facility in which the show will be performed. This shall include type of venue, stage size, etc.

NOTE: Included in this information packet, you **MUST** provide the name, address, location, and route from the theatre to the nearest Emergency Medical Facility, as well as posting this information next to the telephone nearest the stage manager's running position.

CREW REQUIREMENTS:

The following list includes Department Heads in the total number of qualified and professional stagehands, required for presentation of the production, and should be considered a guide for the Presenter, as to the minimum number of crew required. All crewmembers should be familiar with the Venue, as well as knowledgeable of current theatrical terms, equipment, conditions, and safety requirements. If Presenter's contract with a local crew requires other than what is specified herein, or is obligated under any contract or binding agreement as such, please contact the Baylin Artists Management office, and include a copy of the local crew contract with the facility information packet or questionnaire. If Presenter fails to provide qualified crew who are familiar with the venue, L.A. Theatre Works will endeavor to find suitable replacement crewmember and any additional expense incurred as a result of this search shall be borne solely by Presenter.

Call times for tech and shows vary based on schedule and will be specified in itineraries forwarded to venue by Baylin Artists Management.

Two (2) Wardrobe assistants available when Company arrives for tech to handle costume laundry, steaming, ironing, and repairs as needed for Company, during show for costume changes, and available for one hour after the show to help with costume collection and cleaning. Washer and dryer located on the premises. If there is a washer and dryer, wardrobe will be asked to wash and dry any items as requested by the stage manager(s) during the strike and will pack the clothing for the stage manager(s).

Two (2) Stagehands in stage blacks, one stage right, one stage left. May be called upon to assist with costume quick changes

One (1) light board operator

One (1) sound engineer

	Company Load In / Tech (8 hours prior to curtain)	Show Call (1 1/2 hours prior to curtain)	Load Out (1 hour)
Electrics	1 (board op)	1 (board op)	
Stagehands	2	2	2
Sound	1 (board op)	1 (board op)	
Wardrobe	2	2	2
TOTAL	6	6	4

LIGHTING

All instrumentation should be adjusted, within reason, according to the specifics of the venue. What is required is an even front light system, with separate control into three basic areas; stage left, center stage, and stage right. The Front, side, and down light systems should cover the entire playing area EXCEPT FOR THE FOLEY TABLE. In an ideal situation, the Foley table will not be hit by any of the area light so that it can be lit separately with its own specials.

Please provide all color and templates unless specifically noted. Color substitutions may be made with prior approval.

LATW will provide plot and paperwork with color and template information minimum one week prior to performance at venue.

Systems:

All color and templates tbd.

- a) Front light wash from left of Ellipsoidals/lekos
- b) Front light wash from right of Ellipsoidals/lekos
- c) Back/Down light wash of PARs
- e) High-side/pipe-end wash of Ellipsoidals/lekos from SL
- g) High-side/pipe-end wash of Ellipsoidals/lekos from SR

Specials:

- Two (2) front of house specials with color tbd
- Three (3) above stage specials, position and color tbd.

Cyclorama lighting:

- Full lighting for cyclorama with three colors: tbd.
- Preference would be to have separate control of top and bottom of cyc colors.

A plot, cue-sheet, and paperwork will follow. Any question should be directed in advance to LATW's Technical Director. Finally, the plot will be just a guide as larger venues require more units to "fill the space".

In addition, inventory shall include all necessary lamps, cable, dimmers, gels, templates and other such lighting equipment necessary for a theatrical presentation in your theatre, to our reasonable specifications.

IMPORTANT! The lighting MUST be hung, cabled, colored, focused and pre-programmed according to the final lighting information that will be sent at least one week prior to the company's arrival.

SOUND

- Venue must provide the following equipment. Equipment recommendations are listed within (. Best substitute if not available.

Mixboard

- 16 Channel Mixer with phantom power, compression and effects to be located in house if possible.

PA System

- Speaker clusters or in-house sound that is appropriate for the size of the hall A power amplifier based on the size of the room. Parametric or Standard EQ.

Outboard Gear and Production Equipment

- 1 CD Player (Denon Rackmount)
- Control booth for lightboard op (and SM and sound board op if sound is not in the house) with intercom to backstage area/dressing rooms.
- Clearcom or RTS comm. System consisting of:
 - Three (3) wired or wireless in booth for SM, Sound op, Light op (2 at sound console if in house)
 - Two (2) wired or wireless backstage for stagehands
- All cables for connectivity of production to main sound board.

Stage Manager will be calling show from Sound position. Please provide table space for laptop, prompt book, and di-box. Also provide VOG mic, light, and Edison outlet at this position.

Sound Equipment For Stage

- Twelve (12) dynamic mics (Shure SM58 or equivalent) with wind screens
- One (1) dynamic Cardioid Mic with shockmount (Sennheiser 421 or equivalent)
- Thirteen (13) mic stands (AKG or equivalent) with boom arms.
- Four (4) small floor monitors for actors (JBL or equivalent) downstage 3 receiving vocals and foley mix; foley receiving just foley mix

NOTE: If your local NPR station is recording the performance, they need to provide all appropriate mics & equipment. If not, then the Venue provides all of the above.

Sound Props for Stage on Table

- One (1) large book (dictionary, encyclopedia or phone book) for dropping.
- Two (2) glass drinking glasses (lowball preferred)

PLAYING AREA

A level playing area at least 30 feet x 30 feet (not including wing space) will be used. The stage floor must be clean, in good repair and free of any markings, spikes or other blemishes. The stage floor should be of wood construction, preferably a “sprung floor”, but cannot be constructed of either poured, or slab concrete. If the Venue contains a hydraulic, or otherwise removable orchestra pit, it should be secured in a position level with the stage floor, and/or covered, and can be included in the total depth of the stage only as a portion of the apron.

STAGING

GENERAL NOTE ON FURNITURE: The pieces should be polished and in good shape. Dark elegant woods would work well. Specifics follow:

For entire show:

- Four (4) Wood chairs- matching. (interior home)
- Six (6) (Ballroom chairs)
- Two (2) Round tables with tablecloth- “Ballroom Tables”
- One (1) black orchestra chair. (Foley)
- Two (2) wooden barstools
- Two (2) 4’ x 8’ platforms- 8 “ high
- Three (3) 4’ x 4’ platforms- 8” high
- One (1) bench- “park bench” large enough for Two (2) actors to sit on.
- One (1) small coffee table
- One (1) Wood 4’ square table (dining table)
- One (1) 6’ Foley table (regular folding table okay) covered with black duvetyn
- Appropriate masking, legs and borders
- Black Drape hung far enough upstage of USC platform as not to be hit by special lighting, at least 6’ from foley chair.
- Backstage: Eight (8) padded chairs backstage (4 in each wing, along with a couple of reading lights, and bottled water.)
- Backstage: SR- One (1) 6 ft folding table for prop storage.

Furniture will be shifted during interval.

Note: Please provide LATW Technical Director with digital photos of chosen furniture no later than one (1) week prior to arrival.

WARDROBE:

We require two backstage wardrobe persons who shall perform as needed laundry and light maintenance & some stitching (steaming, pressing, and repair). The Presenter should provide a professional steamer, ironing equipment (such as ironing board & iron), laundry supplies (detergent, fabric softener, Febreze etc.), and needle, scissors, and various color thread. During show, wardrobe assistants will assist with quick changes on both stage right and stage left- ideally one (1) male and one (1) female wardrobe assistant would be provided.

DRESSING ROOMS:

We require at least two clean, secured dressing rooms for 12 people that are lockable for The Company. Keys are to be presented to the Stage Manager upon arrival. Each of the dressing rooms must be equipped with at least 12 fresh towels, 1 box of Kleenex, hand soap, one trashcan, a working sink (with hot and cold water) and toilet. If possible a shower should also be provided. In addition, we require at least one sanitary sleeping cot or couch. Also, make-up lights, mirrors, tables, chairs, costume rack. Company must have uninterrupted access to dressing rooms throughout the duration of the performance

day, at least six hours prior to the performance and two hours following each performance.

BACKSTAGE ACCESS:

Presenting Organization agrees to restrict backstage access to LATW company members and guests and venue’s staff and crew.

FRONT OF HOUSE

Please notify Baylin Artists Management regarding front lobby display capabilities. Company will be carrying a flexible, laminated, billing poster to be displayed.

HOSPITALITY

Venue is to provide the following backstage hospitality for twelve (12) people to be in place five (5) hours prior to each performance and remain in place until one (1) hour after each performance.

- A selection of fruit juices and sodas (diet and regular)
- At least two (2) dozen individual bottles of drinking water
- Coffee with milk, sugar and honey served on the side.
- Hot water and tea bags (including herbal teas)
- Fresh fruit and vegetables
- A selection of breads and bagels and condiments (peanut butter, jelly, cream cheese, etc.)

Venue must provide a catered, hot meal two (2) hours prior to performance to be served in the theatre in an appropriate room. Acceptable dishes include chicken, fish and pasta. No spicy foods or heavy cream sauces. Steamed vegetables, fresh fruits, rolls, dessert choices, etc should also be provided.

A vegetarian dish (such as pasta) must be included in addition to a regular non-vegetarian hot meal selection. Vegan meals and other special requirements must be provided upon request.

Technical Signature

The technical director is required to review and sign the technical rider.

X _____
Venue Technical Director

X _____
Local Presenting Organization

X _____
Marc J. Baylin, Baylin Artists Management Inc.

X _____
Authorized Signatory, L.A. Theatre Works



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