1. Front of house

a. Lobby: table for selling of show swag. Access to one 20 amp receptacle for dedicated power run to table.

2. Stage

a. 24’-0” x 24”0” onstage area to set up touring scenery.

3. Back stage

a. 6’-0” wing space off stage right and not in audience view.

b. upstage cross over area 6’0” clearance to back wall.

c. 2 sets of offstage wing drops or legs to hide actors and props

4. Dressing rooms

a. 2 dressing rooms for 4 actors 2 per dressing room to be shared. Each to have tables chairs, mirrors2 xlr in, bathroom and showers with warm and cold running water.

5. Wardrobe

a. area to launder costumes including a washer and dryer.

b. one iron, one ironing board and one steamer.

6. Lights

a. A light plot will be provided or we are willing to negotiate using a house plot if one is shared with the producer 2 months before the performance dates.

7. Sound

a. Cuelab playback provided by production including mac computer. Request 2 xlr inputs to house system for fx playback.

b. Company tours with 4 wireless lavalier microphones if needed for sound reinforcement. A rack with antennas tours with the production.

8. Crew

a. The production tours with 4 actors, 1 stage manager, 1 technical director, 1 wadrobe supervisor and 1 electrician.

b. Crew needed:

a. 1 house manager and 2 ushers

b. 1 sound operator

1. Light board operator

8. Food and beverage

a. Cast and crew will need the following:

a. Lunch of sandwiches, chips and water.

b. Dinner: a warm meal to include chicken, vegetables and desert with water to drink.

c. Two performers are vegetarians please include items they can also eat.

c. Case of 24 bottles water for team to use as needed

9. Typical day

|  |  |  |
| --- | --- | --- |
| time | description | House crew needed |
| 8am | Unload truck | 2 carps |
| 9am | Install scenery, set up wardrobe and props | 2 carps 1 wardrobe |
| 12pm | Meal break |  |
| 1pm | Light focus and sound install | 2 electrics 1 sound |
| 4pm | Cue to cue/dress rehearsal done by 5:30pm | Light operator, sound operator carpenter |
| 6pm | dinner |  |
| 730pm | House opens | Light operator, sound operator carpenter |
| 8pm performance | performance | Light operator, sound operator carpenter |
| 9pm | Strike: load truck, launder costumes | 2 carps, 1 sound, 1 electrics and 1 wardrobe |
| 11pm | Finish wardrobe/load into truck | 1 wardrobe |
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