TECHNICAL INFORMATION NEEDED BY THE ACTORS

Institution ________________________________

Name of Tech Director ________________________________

Tech Director’s office phone number ________________________________

Tech Director’s email address ________________________________

Performance Hall ________________________________ seating capacity ________________

Type of facility, i.e., theatre, concert hall, auditorium, etc. ________________________________

Is there an orchestra pit? ________________ If yes, can it be covered for use? ________________

STAGE:

Proscenium opening: Height ________________ Width ________________

Please send us a stage sketch or E-mail it if it is available in an electronic version

DISTANCES:

Front of apron to curtain ________________ Curtain to back wall ________________

Center stage to stage right wall ________________ Center stage tp stage left wall ________________

Height of grid from stage floor ________________ Type of stage surface ________________

LIGHTING:

Describe available system ________________________________

SOUND EQUIPMENT:

Describe available system ________________________________

DRESSING ROOMS:

Number of rooms ________________________________ capacity ________________________________

Location in relation to stage ________________________________ Can they be locked? ________________________________

If not, is there another accessible room that can be locked? ________________________________

Can the actors have exclusive use of these rooms? ________________________________

Do dressing rooms have:

☐ Bathroom facilities ☐ Full-length mirrors ☐ Clothing racks

☐ Showers ☐ Electrical outlets ☐ Iron and ironing board

Please provide a Web site link (if available) for the theatre’s technical information. ________________________________

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