

COLLAGE DANCE COLLECTIVE

TECHNICAL RIDER

THIS RIDER SHALL BE ATTACHED TO AND BECOME AN INTEGRAL PART OF THE CONTRACT DATED _____ BY AND BETWEEN Collage Dance Collective, HEREINAFTER CALLED THE "COMPANY" AND _____, HEREINAFTER CALLED THE "Presenter," COVERING PERFORMANCES ON _____ AT _____

No changes or substitutions should be made without prior approval of the Company's management and Production Manager.

Stage Requirements:

1. Company requires a performing area of 40 feet wide by 30 feet deep from main curtain to the furthest upstage line set or rigging point. The minimum performing area is 32 feet wide by 25 feet deep from main curtain to the furthest upstage line set or rigging point.
2. There must be a crossover area of no less than 3' feet upstage of the furthest upstage line set or rigging point, clear of all obstructions.
3. The stage floor must be a sprung wood floor. Under NO CIRCUMSTANCES will the Company perform on a concrete floor or a wood floor laid directly over concrete. Company will need a 40' x 30' (32' x 28' minimum) floor covering (e.g. Tarkett Stagestep™, Harlequin Studio™, Marley™, or Roscofloor™) and sufficient black gaffer's tape for the floor installation. Floor must be laid sufficiently before Company arrival. Floor should be clean for all rehearsal and performances.
4. Stage temperature shall not be less than 72 DEGREES or more than 90 DEGREES Fahrenheit as specified by the American Guild of Musical Artists. Stage temperature must be at least 70 degrees Fahrenheit one hour prior to the take in.
5. Four Portable ballet barres (for 8-15 dancers).

Performance Space Requirements:

1. Presenter shall insure that the stage area is clean and clear of obstructions with all wing and backstage areas available for the company's sole use from the technical crew's arrival through load-out.

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2. The presenter will provide accurate and detailed technical specifications for the theatre at least 90 days prior to the load-in of the production. This includes; a section and a plan view to scale, a line-set schedule, lighting inventory, lighting circuit diagram, dimmer specifications, and information on the type of lighting control board is used in the venue. If the Venue requires the use of a House rep Plot, the venue will provide all pertinent information and rep lighting console file.
3. Company will not be responsible for restoration of house lighting plot, or house soft goods. Local crew should not be used to do any restore until the Company load-out is complete.
4. Presenter will provide a house technical director knowledgeable with all aspects of the theater as well as an experienced technical crew.
5. Presenter will have technical director contact Company Production Manager 60 days prior to the production load-in.

Theatre Availability:

1. The Company is to be the SOLE OCCUPANT of the theatre, which will be provided by Presenter, from the beginning of the load in to the end of the load out. No other use of the theatre shall be permitted without prior written consent of the Company.
2. If other group(s) and/or individual(s) do use the auditorium, Presenter agrees to pay all costs, including company's incurred by a partial or full strike, restoration of the Company's set-up, as well as assuming all costs for any damage that may result due to the occupancy by any group(s) and/or individual(s) other than the Company.

Use of Stage:

1. Work light and heat must be provided for the entire period.
2. The stage will be used for a warm-up class before every rehearsal and performance. If another space is available in the facility please notify Company.

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Line-set requirements (if applicable):

If fly space is available requirements are as follows:

1. A counterweight arbor system, or appropriate automated system.
2. Appropriate size battens for theater space.

Drapery:

Presenter agrees to supply black masking sufficient to mask the stage to the satisfaction of Company.

1. 1 Main curtain
2. 4 to 5 sets of legs (12' wide X 30' long)
3. 5 borders (10' wide X 60' long)
4. 2 full stage black drops (40' wide X 60' long)
5. 1 full stage white cyclorama
6. A black sharks tooth scrim (if repertory requires)

Load-in/focus call:

Roughly a 4 hour call the day previous to the first performance. Presenter agrees to hang and set lighting plot prior to Company's arrival (all color being in place and dimmer patch information available). The plot should be complete and ready to be focused at the arrival of Company at the theater. A typical first performance day schedule would be:

- 8 AM – Company lighting director will check lighting cues and focus
- 12 PM – Company Dancers will arrive for class onstage
- 1 PM- Technical rehearsal with full show crew
- Following rehearsal, performers and crew will break until evening (notes if needed – please clean the dance floor again).
- Performers will need access to dressing room and stage 2 to 3 hours prior to curtain time for every performance.
- House doors will open 30 minutes prior to performance.
- Performances are generally 1.5-2 hours, subject to change.

Company equipment and costumes strike and load out are the first priority of the crew following the final curtain (roughly 90 min). Additional performance day would usually require only the later portion of the above schedule.

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Lighting:

1. Company does not carry lighting equipment necessary for performance of the repertory. Presenter agrees that all lighting equipment will be provided at its own expense and if such equipment is not available at the theater as part of its equipment complement, Presenter agrees to rent or otherwise provide such equipment. All equipment necessary for Company's performance(s) shall be in good working order and present at the theater prior to the company's arrival.
2. Company will provide a light plot specific to the individual theater at least 15 days prior to the company's load-in/focus call. Presenter agrees to hang light plot as drawn with masking as indicated, all lights cabled and patched as indicated, before the arrival of Company for load-in/focus call. Any change in position or circuiting must be approved by the Company's Lighting Director.
3. Presenter shall provide a Genie lift 30-35 feet platform height for focusing.

Presenter agrees to provide the following lighting equipment (*Company will generally be able to work with your equipment but these numbers are meant as a guideline for presenters*):

Front of House:

- 12 Ellipsoidals (2 washes)
- 6 Ellipsoidals (2 washes): stage right box boom position
- 6 Ellipsoidals (2 washes): stage left box boom position
- Curtain warmers

Company uses three to five overhead electrics and eight to ten side light booms. The side light booms are to be at least twelve feet high with weighted bases. All sidelight units should be hung on side-arms. The following list of equipment is an idea of the equipment needed to complete the overhead and sidelight hang:

- 50 36° ellipsoidal, 575 watts or greater
- 50 26° ellipsoidal, 575 watts or greater
- 40 par with wfl lamps or equivalent fresnels
- Sufficient cyclorama lighting to evenly cover the backdrop with at least 3 colors (a ground row is appreciated if available)
- Side arms for each side light boom positions

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Dimmers:

- Sufficient dimmers for the plot. Dimmers should be DMX addressable.

Control Board:

- Company Requires an ETC Ion, EOS family Console. If the console is not an ETC EOS family please contact Company Production Manager.

Color and Templates:

- Presenter will provide color media for all instruments.
- Company will provide any templates. Presenter will provide template holders.

The above are sample requirements and entirely dependent on programming. Company will attempt to accommodate all situations.

Sound:

Company does not carry a sound system.

1. Standard House Right, House left, Subs, 2 – 4 stage monitors in wings
2. Presenter will provide a sound operator
3. Connection of Company's Laptop computer to the sound system to play audio tracks is required.
 - a. Two XLR cables (Left /Right). No Phantom power
4. A connection on stage for laptop or iPod for warm-up class, or self powered speaker with 1/8" cable connection
5. Presenter will provide 2 CD players in good operating condition
6. Presenter is responsible for providing a paging system to all dressing, and crew rooms. The paging system should also be equipped with a program feed.
7. Sound control and level is totally at Company's discretion; however a reasonable effort will be made to accommodate the presenters requests, provided that a representative of the presenter is present when sound levels are set.

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Intercom:

Presenter agrees to provide an intercom headset system in good working order, consisting of 3-8 headset/belt pack stations to allow communication between Company stage manager, sound operator, light board operator, fly rail, stage right, stage left, curtain, and center of house at the production table.

Dressing Rooms:

Presenter shall provide clean, private, ventilated, and well-lit dressing rooms with private toilet facilities capable of being locked at any time (with 2 keys available to Company) for 8-15 dancers.

1. Three rooms for no less than 5 each.
2. Two rooms for Company Production and Artistic staff
3. One large room for wardrobe
4. In the event the dressing rooms are not in close proximity to the stage, a screened off area shall be provided on stage left and stage right with a table, mirror and mirror light for fast changes.

Dressing rooms must be equipped with:

- Makeup mirrors with proper lighting
- At least one full length mirror
- Adequate AC outlets
- Coat hangers and wardrobe racks
- Chairs
- Hot and cold running water

Hospitality:

On day of performance and load-in dancers/crew need drinking water available backstage all day. An assortment of beverages including orange juice, tea, bottled water, coffee, and soda. One light meal or snacks available in the early afternoon (noon or 1:00 pm until 3 or 4 pm). This could include items such as a deli tray and assorted bagels or breads, with vegetables/nuts or trail mix for non-meat eaters, an assortment of fresh fruits (including bananas and oranges), yogurt, and granola bars. (Fast food is not acceptable).

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Stagehands:

1. Company will provide a Stage Manager, Production Manager, and Lighting Director.
2. Presenter will be responsible for providing stagehands required by local union rules or by the needs of the production. Please contact Company Production Manager for crew needs for your venue.

Crew for load-in and focus call: minimum of 6

- 2 Electricians
- 1 Flyperson (if applicable)
- 1 Prop/Carpenter
- 1 Sound
- 1 Wardrobe (wardrobe should be able to do light repair work, clean, iron, steam and organize all Company's costume needs)

Crew for Performance:

- 2-3 Electricians (2 on stage, 1 light board operator)
- 1 Flyperson
- 1 Sound Operator
- 1 Wardrobe (dresser)

Piano Requirements:

No piano is required and all pianos shall be removed from the stage area.

Security:

Presenter agrees to provide and secure all stage and backstage areas during the residency of the Company. Presenter agrees to provide a guard at the stage door to check identification of all persons entering the stage and backstage areas. Access to the back stage areas will be limited to local staff working on the production, performers, and guests of the Company. The Company reserves the right to restrict access to the stage and backstage areas.

Parking Permits:

At least 3 parking permits to a parking area within close proximity to the stage door shall be made available to the Company upon request.

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Contact names and numbers of all theater personnel involved in the production are needed.

Presenters Contact Information:

Presenter Name: _____

Address: _____

Phone: 1- (_____) - _____ - _____

Fax: 1- (_____) - _____ - _____

E-Mail: _____

Technical Director Name: _____

Address: _____

Phone: 1- (_____) - _____ - _____

Fax: 1- (_____) - _____ - _____

E-Mail: _____

Collage Dance Collective Contact Information

*2497 Broad Ave.
Suite 102
Memphis, TN 38112
(901) 800-1873
www.collagedance.org*

*MANAGING DIRECTOR: Marcellus Harper, (917) 815-3602 (c)
Email: marcellus@collagedance.org*

*PRODUCTION MANAGER: Mac Smith, (917) 365-0665 (c)
Email: macsmith1@gmail.com*

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Your signatures below will signify your acceptance of the above technical requirements for the Company production needs.

Signature

Print: _____ Title: _____

Date: _____

Presenter

Signature

Print: _____ Title: _____

Date: _____

Presenter's Technical Director