

**D-Generation: An Exaltation of Larks**

Sample Technical Rider

Updated 1/28/15

By: Sabrina Hamilton

**Preliminary Production Contact & Contracts**

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**Tech & Production Contact**

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**General Description:**

*D-Generation: A Exaltation of Larks* generally travels with 3 performers, 1 lighting designer/production manager, 5 puppets, plus props, and assorted set pieces. Occasionally, when the lighting designer is unavailable a lighting director will travel with the show.

The specific technical equipment and working conditions needed to realize the show are detailed below; however, specific technical needs will be addressed on a per venue basis. The production company will be as flexible as possible to accommodate the needs of the Presenter and the specific limitations of the venue. The presenter must contact the Lighting Designer/Production Manager to discuss any and all changes in the Technical Rider before the Engagement Contract can be fully executed. It is understood that the Technical Rider is an integral part of the Engagement Contract and no Engagement Contract will be considered complete without a signed Technical Rider.

**NOTE: All equipment and conditions cited in this rider, which the house and or presenter agree to provide MUST be in the there at the time of the company's load-in, having arrived prior to the company's arrival. The company cannot be held responsible for delays in production and performance resulting from delays in acquisition or availability of necessary equipment or unsuitable working conditions.**

**Prior to Production:**

The presenter agrees to provide the company production manager with the following at least 6 weeks before the presentation:

- Theater ground plans showing all lighting positions

- Sectional plan or list showing sightlines and heights of all lighting positions
- Circuit plan (if available)
- List of operational lighting with a description of the light control equipment including the make and model. Please include accessories e.g. Irises/barn doors/# of booms etc.
- List of operational sound equipment
- General description of the theater: type of seating arrangement and capacity; stage floor description including condition, etc.

**Sandglass Theater will provide:**

- Costumes and props as necessary for each performance
- Either our standard light plot or an individualized light plot and corresponding paperwork.
- Detailed description of the stage layout and production needs.

The Presenter shall:

- **Provide exclusive use of the theater, free from distractions.**

**Please Note:** If there need to be others using the space we will have to agree to the schedule prior to arrival and to have a separate and secure storage space that can accommodate our 3 8' tall set pieces two additional 2'-3' set pieces, five puppets in their wheel chairs plus additional props.

**In addition, the Presenter shall:**

- Provide space that is well heated or air-conditioned (as the company determines to be appropriate), lighted and cleaned
- Provide necessary running staff including box office and janitorial personnel
- Pre-hang the masking and complete any agreed-upon floor treatment deemed necessary by Sandglass Theater
- Any alteration to the house floor will be complete prior to the arrival of the Sandglass personnel
- Have speakers and sound system ready for sound check and control
- Give a final count of ticket sales and the number of audience members for each performance to the Lighting Designer/Director/P.M.

If deemed preferable by the Sandglass Lighting Designer and Presenter's technical personnel the Presenter shall pre-hang the light plot.

**Stage Requirements:**

- Proscenium configuration – projections prohibit  $\frac{3}{4}$  or in the round setup
- The preferred playing space is 35' wide x 20' deep. We need a MINIMUM of 26' wide & 16' deep.
- We need a black backdrop – both a wall or soft goods are acceptable
- The floor should be painted black or covered with black marley. The floor must be in good condition so that our set pieces will roll smoothly. If there are any concerns regarding the state of the floor, please discuss with the Lighting Designer/Production Manager
- We generally need 2-3 wings (black) on each side. Wings should be at least 5'.
- 2 prop tables (approx. card table size) – one for each side of the stage
- 2 dim blue running lights (one for each side of the stage)
- We need a 6 – 8 foot tall ladder for assembling our set.

## **Lighting:**

- In most spaces we tend to need approximately 35-50 lighting units. Approx. 8 need to provide narrow beams or light. Irises may be needed depending upon inventory and hanging positions.
- A minimum of 24 channels of control are needed, with 24 2.4kw dimmers. More channels and dimmers are greatly preferred.
- Computer control of lighting is preferred, though the show can be run on a two scene preset board.
- Sandglass theatre will provide the gel.

## **Video & Audio**

- Sound and video are run on Q-Lab from a MAC laptop that Sandglass Theater provides.
- The video is rear-projected from the stage onto set pieces via a video projector which is manipulated by the performers during the piece. Sandglass Theater will provide this projector.
- The Presenter will provide a VGA cable that will run from the booth or tech operation area to upstage center. Please note that female to female VGA couplers will be needed if the Presenter will be ganging multiple male to male VGA cables to span the distance. Sandglass Theater will provide the adaptor into the projector and the adaptor into our laptop. \* Note \* Sandglass travels with 25' of Male to Female VGA cable, and 25' male to male VGA cable.
- The Presenter will provide a stereo sound system that will clearly and cleanly play the sound for the audience. Volume must be able to be manipulated by the operator.
- The Presenter will provide a crew member to operate QLab from the laptop that Sandglass Theater Provides. We will supply a video of the show. It is our strong preference that this operator view the entire video before the arrival of the Company.

## **Crew:**

### **General:**

- All crew must be professionally competent and experienced in their respective jobs.
- The running crew member must be available and present for all technical rehearsals and show calls. The same crew must be present for all shows and rehearsals; substitutions and personnel changes are subject to approval of performing company approval, with final call coming from production manager. The following crew is requested:

### **Load-in:**

- Electrics crew: 2 to 4 people available to focus lighting instruments and run board during the focus
- Someone who can troubleshoot sound/video load-in. Ideally the person who will operate the show.

## **Performances:**

- Q-Lab operator who will control both sound and video
- House Manager and FOH staff

\*NOTE: During any preshow announcement, house manager or other presenter is asked NOT to talk about the show, offer an opinion of the show, or otherwise alter the way the audience may perceive the work.\*

## **Load Out:**

• A minimum of one crew member who can pull the gels, pack the laptop and help us load out the set, props and puppets.

## **Additional Requirements**

### **Wardrobe**

- Please provide a rack with 12 hangers.
- Generally we will arrive with clean costumes. However if we are on an extended tour, we may need access to laundry facilities. If so, the presenter shall launder and prepare all costumes as requested by the company. Please ensure all laundry is dry and that no items get lost.

### **Safety/Medical**

At all times when Sandglass is in the theater, rehearsal studio, or otherwise engaged in performance or residency activities, the Presenter shall maintain, within close proximity, a basic First Aid Kit complete with ace bandages, band-aids, anti-bacterial ointment, ibuprofen, and ice or ice packs. The Presenter will provide, upon request of Sandglass Theater, contact information for local doctors, as well as a massage therapist and acupuncturist.

### **Dressing Rooms**

The presenter shall provide a minimum of one (1) dressing room that meets the following requirements:

- Cleaned daily
- A toilet, and sink with hot and cold running water, or have such facilities in close proximity with private and exclusive access to the Company. (Bathrooms must also be cleaned daily.)
- Adequately supplied with soap, hand towels, or paper towels, Kleenex, and toilet tissue
- Private access from dressing room to stage
- Safe space where personal items can be locked and stored
- Equipped with sufficient number of chairs, lighting, mirror, table for make-up, AC outlets, rack for hanging clothes
- Equipped with appropriate climate control

### **Hospitality**

The presenter shall provide:

- Access to drinking water
- Facilities for making hot herbal tea,

### **Parking**

If it is required that the company drive automobile(s) to the performance space, the company requests that parking be made available and furnished by the presenter, within 1/4 mile of the performance venue.

## Schedule

### **General:**

For load-in, set up, focus, and cueing the company generally requires a minimum of ten (10) hours in the theater, assuming **all** requirements regarding load-in and pre-hang have been met. In multi-performance engagements, the company shall have access to the theater and the sound/lighting systems three (3) hours prior to each performance for warm-up and rehearsal. From one hour to half hour before the opening of the show will be reserved for technical issues, requiring full crew support from the venue.

### **Proposed Tech Schedule for engagements with separate load-in day**

Please note that this schedule assumes that any floor treatment is complete, masking has been hung, lights have been hung, circuited, patched and are ready to focus, the sound equipment ready to go, and the video cable run.

### **One Day Prior to the first performance:**

10:00am-1:00pm	Load-in and spiking. Stage setup. Sound/video setup lighting focus
1:00pm-2:00pm	Lunch
2:00pm-6:00pm	Continue focus
6:00pm-7:00pm	Crew dinner
7:00pm-11:00pm	Begin cuing

**PLEASE NOTE:** If there is a residency activity for the cast that needs to take place on this day, it generally takes place during the afternoon.

### **Day of First Performance:**

9: 00am-12 pm	Continue Cuing.
12:00pm-1:00pm	Lunch
1: pm-2:30pm	Dress/Tech Rehearsal
4:30pm-7:00pm	Dinner & Break
7:00pm	Show Call for 8 p.m curtain

Show may be followed by a postshow discussion or a time period where audience members are invited onto the stage to meet the company and the puppets.

Please discuss strike/load-out schedule and any other concerns situations with the Lighting Designer/Production Manager prior to the shows arrival.

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Eric Bass, Co-Artistic Director, Sandglass Theater

Date

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Presenter – Name & Title

Date

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