

Technical Requirements

By hiring us, the Presenter (that's you), agrees to provide all of the following items and services as described. We will go over this information with you, but if you have any questions in the meantime you can get answers through your Second City contact at 416-343-0033. Please make sure that you provide a copy of this information to all staff involved in the show set-up.

STAGING

In addition to everything described below, we will need ground plan of the playing space as reference.

The Stage – Where the Magic Happens

- Width: 18 feet (minimum)
- Depth: 12-16 feet (minimum)
- Steps/Stairs to the audience

Backstage – Behind the Scenes

- One 6 foot prop table
- Two full length mirrors (placed backstage right and backstage left)
- Eight chairs for actors when not on stage
- Twenty-four bottles of water
- Adequate running lights for the actors to move safely backstage during blackouts.

Crossover/Backdrop

- A backdrop, curtain or other crossover running the full length of the stage (for actors to cross quickly from stage left to right without being seen)
- Masked wings offstage left and right large enough for six actors to make costume changes and store props.
- For safety reasons, adequate lighting must be provided for all curtained areas and **ANY PIPE AND DRAPE MUST BE SAND-BAGGED!**

Chairs – Our "Set"

- Six identical chairs without arms (preferably bentwood or some other lightweight construction) in good condition for use on stage. Folding chairs are not acceptable.

Lights – Shedding Some Light on the Situation

- A full neutral or no color wash of the entire stage (white or light amber R 03)
- A stage right area – neutral or no color
- A stage center area – neutral or no color
- A stage left area – neutral or no color
- A full blue wash of the entire stage – moderate to low density (R 81 for example)
- A full red wash of the entire stage – moderate to low density (R 26 for example)
- The areas should be at least three instruments each. The instruments used for the three areas can be crossed-patched to supplement the full neutral wash, if instrument inventory is low.
- If the lighting system is computerized without manual override, advance notification is required.
- Our Stage Manager will take care of controlling the lights. Advance notification is required if the venue policy does not permit our Stage Manager to operate light board, in which case a qualified operator must be provided (our Stage Manager will sit beside this person to "call" the lights)
- House lights and stage lights should be able to be controlled from one location (the Booth). If this is not possible, adequate personnel and communications must be provided. (i.e.: headsets).

Sound and Music

Sound Equipment – Actors Should Never Be Seen and Not Heard

- The entire stage should be amplified with floor microphones that don't impede the audience view; microphones on straight stands are not acceptable. We recommend hypercardoid floor mounted microphone (PCC) or pressure zone microphone (PZM). If available, hanging microphones will work.
- We only recommend using six wireless lavalier (body) microphones to avoid inadequate sound coverage if the location is a hotel/large ballroom, or arena type space
- Two hand held microphones on straight stands placed backstage left and right.
- One microphone to amplify the piano (unless using electronic)
- One microphone on a boom stand placed at the piano for voice-overs
- Our Music Director will bring a portable audio player and small mixer to be patched directly into the house speaker system.
- A standard power strip run to the to the piano
- Two monitors on stage so the actors can hear each other during the performance
- One monitor at the piano so the Music Director can hear the actors during the performance
- A CD player in the Booth connected directly into the house system.
- In the event that the venue does not have an adequate house speaker system that can provide loud and clear amplification, an alternate speaker must be provided in order to assure that the entire audience is capable of hearing the performance well.
- A qualified soundboard operator should be available to control sound from the same location as the lights (the Booth)

Piano/Keyboard

- One grand piano-quality electric, 88-key, weight-action keyboard with a sustain pedal (i.e. Yamaha PF-P1000, Kurzweil 2000) **OR** a grand or baby grand piano tuned to A-440 pitch and miked. If the piano is raised for transport, an adjustable bench should be provided.
- The keyboard or piano should be placed off stage or offstage left and equipped with a piano light to enable the Music Director to read sheet music.

Hospitality

This section includes our needs for rehearsal, offstage space (green room) and refreshments.

Tech Rehearsal – Putting It All Together

- We will need you to schedule a 2 hour tech rehearsal for us in the performance space. The Rehearsal must be completed at least 1 hour before your audience arrives.
- The space must be technically ready PRIOR to the beginning of our tech rehearsal and available to The Second City exclusively for the duration of our rehearsal.
- All necessary technical personnel need to be present to assist in the technical check, and if needed, make adjustments. They must remain present on the premises until the technical rehearsal has been completed.
- If, due to scheduling, we need to do the tech rehearsal the day before the show, we will need to be able to get into the space on the day of the performance to re-check the microphones before the event begins.

The "Green" Room – Putting on Our Stage Faces

- We need a clean, lockable room with or near bathroom facilities. You will be solely responsible for the security of all items in the room and keep all unauthorized personnel from entering the area.
- The Green Room should be in the immediate vicinity of the stage, when at all possible.

Refreshments – Feeding and Watering Us

- Beverages such as clean drinking water, ice, coffee, juice, soft drinks (regular and diet), and cups.
- Light snacks such as fruits and vegetables.
- Refreshments should be available at the time of the designated set-up/dress rehearsal. If curtain time is after 5:00pm, we will need you to provide dinner following the tech rehearsal for all personnel from The Second City who are on-site.

Accommodations (If required in your agreement)

- **Either** 6 double-occupancy rooms (two beds), **or** 8 single occupancy rooms, **or** 2 double occupancy (two beds) and 4 single occupancy rooms. Hotel must be rated 3-star or above (or other comparable rating.) If there are no 3-star hotels in your community, please call your Second City rep to discuss options 416-343-0033.

Important Information about Photography and Video Use

Photography

Due to our agreement with the Canadian Actors Equity Association, and for the safety of our actors, flash photography is strictly prohibited. Non-flash photography is permitted with the prior consent of The Second City.

Image Magnification (IMAG)

In large venues, you may want to use Image Magnification (or IMAG), but we don't require it. If you do choose to utilize IMAG, that's fine with us as long as it is used under the following conditions. These conditions are a requirement of this rider, and of the show contract. The Second City can and will refuse to perform and/or stop the performance if these conditions for the use of Image Magnification are not met.

- All Cameras must remain on a wide shot, encompassing all players, for the entire duration of the performance. Exceptions are only permitted with the expressed consent and direction of the Second City Communications Stage Manager on site.
- The performance may not be video or audio recorded without the expressed written consent of The Second City (and The Canadian Actors Equity Association and ACTRA where applicable).

I have read through and agree to provide all of the above technical requirements.

Client Signature

Date