



29 N. San Pedro Street
Suite 200
San Jose, CA 95110
www.tabardtheatre.org/TOSPS

TECHNICAL RIDER



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at Theatre on San Pedro Square

This document is an addendum to the Facility Use Agreement or Private Use Agreement. The rider describes the technical assets and provides agreement for their usage. It is not required to complete the reservation confirmation process. However, a signed copy of this Technical Rider is required prior to moving into the theatre.

Theatre on San Pedro Square (TOSPS) is a “low-tech, black box” theatre located on the second floor of the historical Farmers Union Building in downtown San Jose, 29 North San Pedro Street. The venue works best when the low-tech, black box character is embraced. It is offered in its bare stage configuration (http://www.tabardtheatre.org/TOSPS/images/interior_panorama.jpg), unless other arrangements are made in advance with the TOSPS Technical Director, whose fees are described below.

Room capacity:

Seated audience: 100 to 150, depending on seating configuration that is determined and implemented by Guest Company. Extra chairs and tables are stored in a nearby facility with and are moved by the Guest Company.

Standard set: 150, which must be reinstated upon load out.

Seated and standing audience: 175

Audience plus Guest Company staff and cast: 195

Freight elevator: (8' x 6') is available for loading in cargo, and to transport patrons with mobility issues. This elevator must use TOSPS personnel to operate.

Box Office, Lobby and Public Restrooms are located on the first floor.

Courtyard: Patio tables and chairs are set out for patrons in the outdoor Courtyard before each event. Smoking is prohibited in the Courtyard. The Courtyard is a preferred location for actors to meet and greet the audience after a performance.

Dressing rooms: Two dressing rooms are in the basement, accessible via stairs or elevator. One accommodates up to 13 actors, the other 10.

Basement Restroom: There is one restroom in the basement with shower.

Parking: The lot adjacent to the theatre is a privately-owned pay-parking lot. Vehicles without a pre-paid tag on their dashboards will be towed by the lot owners (not affiliated with TOSPS). Recommended parking is in the garage across the street. It is free on weekends before 6pm, and \$5 after 6pm every night.

Load-in/Load-out: Trucks used for load-in and load-out must use the loading zones on San Pedro Street; no trucks are allowed in the parking lot adjacent to the theatre.

FACILITY USE

Any Guest Company personnel that operates the lighting or sound system must receive orientation and approval by the TOSPS Technical Director. This orientation is provided at no charge so that you can implement your design and safely run the show. The Technical Director will support your creativity but will interrupt the show and close down the system if it is being overloaded or misused.

No open beverage containers are allowed in the control booth. This includes coffee drinks with lids and soda drinks with straw because they will spill if tipped over. The Technical Director may dismiss Guest Company personnel from the control booth who bring beverages or operate the equipment in an unsafe or unauthorized manner. A portion of the security deposit may be forfeited, if equipment is damaged or if cleanup is required.

Groups must supply their own expendables, such as batteries, tape and water.

The theatre seating, stage, lighting, sound, dressing rooms and basement restrooms must be restored to their original configuration and state of cleanliness at the conclusion of the event.

TECHNICAL DIRECTION

For additional assistance with the Guest Company production, the Technical Director may be hired to help implement the sound and/or lighting design. However, the Technical Director is not a designer. A lighting designer and set designer are also available at negotiable rates. Please inquire with the Technical Director or Guest Liaison.

Compensation for the Technical Director is \$250, which includes: 12 hours cumulative time including on-call phone/email access, on-site meetings leading up to and including load-in, performance day. Overtime is \$25 per hour.

Technical Director is available to run the guest production at an additional \$100 per show.

TECHNICAL ASSETS

Please contact the Technical Director to identify which fixed and optional equipment you are interested in using for your event.

Stage/Rigging:

- Stage height: 2'-3".
- Diamond shape: Approximately 14'-6" deep by 24'-0" wide. There is an additional 7' of space upstage of the main playing space, 8" higher than the stage. This extra space can be used as backstage, crossover, or for more playing space.
- Stage has Masonite surface. If you drill into the stage you must plug any holes at strike.

- Grid height: 10'-3" to stage; 12'-6" to floor. Grid is made of 2 x 8 wooden beams @ 30" centers that span the entire ceiling. It is recommended that you install a temporary spreader beam to rig or drill into. Weight capacity is 100 lbs. every 10'. Drilling into the wooden beams is not allowed.
- TOSPS does not have a scene shop. All set pieces are to be installed, not constructed on site.
- If the stage is painted, it must be restored to its original color at strike.
- The theatre walls are brick but there are wooden supports that will allow some rigging and stapling.
- Loading into the theatre may be done from the front of the theatre or via the side staircase along the outside of the building.

Lighting:

- Lighting Console: Leprecon LP-1536 (36 channels)
- 3-Leprecon LD360 dimmer packs: 6-packs – 1800W load capacity
- 5-NSI DDS600 dimmer packs: 4-packs – 1800W load capacity
- 38 total dimmers
- 8-Altman 6x12 elipsoidals-575W
- 2-Altman Fresnels-500W
- 9-Altman PAR56-500W
- 30-7.25" Gel Frames
- 7 Gobo Holders
- Assortment of Edison extension cable lengths.
- All lighting fixtures are hung onto unistrut track.
- Follow spotlight available at extra charge.

Sound:

- Mackie SR24-4 Mixing Console (24 channels, 4 submasters)
- Behringer Virtualizer Pro DSP1000P effects processor
- AutoCom Pro Model MDX 1400 Compressor/Limiter (4 channels)
- Shure DRF11EQ Feedback Reducer
- 7 UHF and VHF wireless microphones
- 6 conventional microphones and stands
- CD player/cassette player
- Crown Micro-Tech 1200 main power amplifier (480W stereo)
- Crest CA4 subwoofer amplifier (435W stereo)
- 2 Bose 402 Speakers
- 2 Ramsa WS A420 Subwoofers (hidden above grid)

- 2 Electro-Voice FM-1202ER 2-way floor monitors, 300W backstage amp
- 2 Yamaha MSP-5 powered studio monitors (60W)
- Telex Wireless Intercom BTR-200I
- Page system to dressing rooms

Projection:

- NEC Multisync MT1045 Projector mounted to grid.
- Motorized, retractable front projection screen – 7.5' high x 10' wide, 20' from mounted projector, operated from control booth.
- Extron Switcher in equipment rack accommodates DVD composite and VGA sources.
- Audio signal feeds directly into house sound system for optimal reinforcement.
- For multi-media presentations, additional projectors may be available for extra charge. Guest Company is responsible for additional projector mounting and rigging of video and audio signals to achieve desired results.

Musical equipment available at extra charge:

- Grand piano – Yamaha
- Yamaha Clavinova
- Lighted music stands

Also available at extra charge:

- Set flats
- Draperies
- Various furniture pieces

Please contact Technical Director or Guest Company Liaison for any of the above optional equipment.

AUTHORIZED GUEST COMPANY REPRESENTATIVE:

I understand and agree to the above terms:

Name: _____

Title: _____

Organization: _____

Signature: _____

Date: _____