



SHADOW PLAY

Technical Rider

Current as of May, 2017

I. GENERAL NOTES

- a. Shadow Play, "The Performance," is a 45-minute play for young people ages 2 to 5, and their families produced by Trusty Sidekick Theater Company, the "Company." The production consists of one (1) actor and two (2) stage managers. The purpose of this rider is to acquaint you, the "Presenter," with the specific technical requirements and company needs during the presentation at your venue.

II. PROVISION OF TECHNICAL INFORMATION

- a. The Presenter will supply the Company with the following information in writing no later than 90 days prior to engagement:
 - i. Digital copy (CAD & PDF, please) of the ground plan, section, and hanging plot in 1/2" or 1/4" scale
 - ii. Lighting system inventory
 - iii. Sound system inventory
 - iv. Video System Inventory
 - v. Dressing room information
 - vi. Stage rigging information
 - vii. Loading information
 - viii. Contact information for all production staff
- b. Presenter agrees to designate a Technical Director to be present, responsible to, and accessible for consultation with company prior to company's arrival and at all crew calls.

III. SET

- a. Performance space
 - i. The ideal performance space is 30 feet (9 meters) wide and 21 feet (6.5 meters) deep.
 - ii. The minimum size for the show is 20 feet (6 meters) wide and 16 feet (5 meters) deep.
 - iii. The grid if dead hung should be no lower than 6 meters.
- b. The presenter will provide
 - i. **Soft goods:** Legs, borders, and other masking to be hung as agreed upon between Company designer and Presenter production staff
 - ii. **Storage:** Presenter will provide safe and secure locations on or very near the stage for props, set, and costume elements for the duration of the production's rehearsal and run
- c. The Set includes a collection of cardboard boxes, several hand props, and a large projection screen that may require an overhead hanging position
 - i. Note: the set can be loaded in through standard doors, although a loading dock entry is usually preferred
- d. Screwing in to the stage floor may be necessary though minimal. Should screws not be able to be put in to stagefloor a supply of stage weights and or sandbags should be available to counterbalance the support jacks that hold up the scenery.
- e. The Presenter shall be responsible for providing all tools required for a typical theatrical installation. Company technical personnel travel with minimal hand tools. At this time no specialty tools are required.
- f. If there is no storage space back stage, presenter should be prepared to provide a secure area to store empty cases and, as needed, items that do not appear on stage.
- g. An ample supply of gaffers tape, tie line, black wrap, spike tape, and black tack should also be provided.



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IV. LIGHTING

- a. The company will utilize and refocus the Presenter's repertory light plot
- b. The company light plot uses 3 "specials" (typically ERS units), provided by presenter as part of repertory plot
- c. Presenter agrees to provide a computerized light board
- d. Presenter agrees to provide
 - i. lifts and ladders, as needed
 - ii. running lights back stage
 - iii. top hats and/or half-hats for Source 4 units as requested by designer
 - iv. tech table with AC power & DMX connection for technical rehearsals
 - v. transformers to convert local power to 110 volt US standard power

V. SOUND

- a. The presenter will provide a quadrophonic sound system for playback
- b. The presenter will provide COMM system for the stage management team

VI. WARDROBE & DRESSING ROOMS

- a. The Performance Company travels with its own costumes. Presenter will need to provide facilities for the cleaning and maintenance of the show's costumes. The costume requirements are as follows:
 - i. Washer and dryer on site, in the theatre facility
 - ii. Unscented hypoallergenic laundry detergent
 - iii. Steamer
 - iv. Iron and Ironing board
 - v. Sewing Machine
 - vi. Hand sewing supplies
 - vii. Costume rack
 - viii. Fresh towels for each actor on a nightly basis
- b. The Wardrobe Technician supplied by the Presenter will work with the Company during load in, and will be required for most technical rehearsals and for all shows. The Company's Stage Manager will supply a detailed schedule upon request. Presenter must arrange and pay for dry-cleaning of costumes upon arrival if necessary, or prior to departure if necessary.
- c. The presenter will provide access to 2 dressing rooms. Dressing rooms should be safe and sanitary. Dressing rooms should be clean and well lit. One dressing room is required for the performer and one dressing room (or comparable space) is required for production office.
- d. Each dressing room should contain a cot for resting. Each actor must have a chair and mirror. A shower and clean bath towels should be available in each of the dressing rooms.
- e. All dressing rooms and should have the ability to have the live audio program of stage activity broadcast in each location.

VII. PROJECTION

- a. The presenter will provide an HD projector (minimum resolution of 1920x1080, minimum 8000 lumens), mount, and adequate signal cabling to reach a computer at the tech control position.
 - i. It can be arranged for the company to provide a projector, with additional discussion
- b. The company will provide the specifications for the hang position of the projector.



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- c. If required by the company, the presenter will provide adequate signal cabling (typically Cat6 cable) to allow for remote control of the video control computer from a tech table in the House.
- d. The Play involves the use of a battery-powered pico projector and wireless router, provided by the company. Presenter will provide a backstage charging position for the projector battery (in the Green Room is fine), and an onstage hot Edison plug for the router
- e. The Company will make every reasonable effort to provide its equipment in working order and to keep this equipment operational. The presenter will need to arrange for back-up equipment in the unlikely case of possible malfunction of The Company's provided equipment.

VIII. CREW REQUIREMENTS

- a. **LOAD IN & STRIKE:** The presenter will provide the necessary amount of crew for load in & strike, to be determined at least 60 days in advance in conversation with the company
Typical crew needs are as follows:
 - i. Three (3) Carpenters/builders/machinists
 - ii. Four (4) Electricians/Lighting Technicians
 - iii. One (1) Props person/set dresser
 - iv. Two (2) Sound Technicians
 - v. One (1) Wardrobe/costume technicians
- b. **SHOW:** For each rehearsal and show call, the presenter will provide:
 - i. One (1) Light Board Operator
 - ii. One (1) Sound Board Operator
 - iii. One (1) Wardrobe/costume technician
 - iv. One (1) Props master/run crew
 - v. A designee to assist with laundry, as needed, determined on a schedule with the company by load in.

IX. PRESHOW ACTIVITIES

- a. The presenter will provide ample space in the venue's lobby for a preshow craft/activity related to the show. Materials and instructions will be provided by the company. The presenter will provide house staff to setup, facilitate, and cleanup the preshow craft/activity.

X. PRODUCTION AND COMPANY LOGISTICS

- a. Every effort should be made to have the hotel rooms available for check-in upon arrival. This especially applies to transatlantic flights where we will generally require early check in.
 - i. Upon arrival presenter or presenter's representative should meet company at airport or hotel and have negotiated per diem in cash
 - ii. Presenter will provide both green room and production office at the venue
 - iii. Internet service must be available in the production office and green room
 - iv. Access to a printer and photocopier must be provided

XI. MISCELLANEOUS

- a. Presenter's front of house staff will make best effort to use language provided by company regarding audience participation in the show (i.e. encouraging vocal responses at various points in the show).
- b. Welcome packet / local information – Presenter should provide packets of local information including maps of the area and information regarding local restaurants, shops, and businesses.



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- c. Festival/theatre staff info packet – packet should include schedules of other performances, information about how to acquire discounted tickets, and contact and title information for the theatre and local crew.
- d. Presenter will provide adequate bottled water, coffee and tea for entire company for load in, rehearsal, performance and strike.

XII. COMPLIMENTARY TICKETS

- a. Presenter agrees to make available to Company four (4) complimentary tickets to each performance in good locations until one hour prior to curtain. Company will make every effort to release unneeded tickets at the earliest possible date.

XIII. PHOTOGRAPHY & VIDEO

- a. Photography: The company reserves the right to engage a photographer to document the production.
- b. Video: The company reserves the right to engage a videographer to document a public or school performance of the production for archival and promotional use by the company. The Presenter agrees to reserve up to 4 seats in a mutually agreed location for the videographer and equipment.
- c. All photographs and video will be the sole property of the Company, and can be made available to the presenter upon request. All future use of the media by the presenter will credit the company and the videographer/photographer.

XIV. FORCE MAJEURE

- a. Company's obligation to furnish the entertainment unit referred to herein is subject to the detention or prevention by sickness, inability to perform, accident, means of transportation, act of God, riots, strikes, labor difficulties, epidemics and any act or order of any public authority or any cause, similar or dissimilar, beyond Company's control.
- b. Provided company is ready, willing, and able to perform, Presenter agrees to compensate Company in accordance with the terms hereof regardless of act of God, fire, accident, riot, strike, or any event or events of any kind or character whatsoever, whether similar or dissimilar to the foregoing events which would prevent or interfere with the presentation of the show hereunder.

This rider together with the contracts attached constitutes the entire agreement between the parties and shall not be amended, altered, canceled, or in any way changed except with written consent of Company. The Presenter is apprised and fully understands that all provisions of this agreement and compliance with all the requirements set for herein are essential to the proper performance of the Company and that the Company shall have no obligations to perform and will not perform in the event that all terms and conditions of this agreement are not adhered to. It is further understood that if Company is ready to perform and does not because of Presenter's breach, Company shall be entitled to the full amount which would have been payable in the event of performance.

The provisions of this rider are supplementary to the basic contract and where there shall be a conflicting provision, the provisions of this rider shall prevail.



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UNDERSTOOD AND AGREED:

For the Presenter

Name and Title

Signature

Date

Technical Representative

Name and Title

Signature

Date

For Trusty Sidekick Theater Company, Inc.

Name and Title

Signature

Date