This Technical Rider is applicable to all programs including those with recorded music, live music, programs with smaller live music elements, and the Ethan Iverson Experience.

The following Technical Rider is an integral part of the contract. A signed copy of this rider must be returned with the contract. The Venue Technical Director must initial the bottom of each page and sign the final signature page, acknowledging the requirements will be met.

All equipment, materials, personnel, supplies, and any other goods and/or labor in this Rider will be provided by the PRESENTER and at PRESENTER's expense, and MUST be pre-hung in the theater prior to DH's arrival unless otherwise mutually agreed upon. DH cannot be held responsible for delays in production & performance resulting from acquisition or availability of necessary equipment or unsuitable working conditions.

The Company has extensive experience adapting to a wide variety of local situations and is always willing to work with Presenters to achieve the best possible performance. Any changes in or deviations from these technical requirements must be discussed directly with the Company Production Stage Manager and agreed upon in writing. No substitutions will be made without the written approval of Company Production Stage Manager.

Theater's technical specifications, along with an inventory of lighting and sound equipment must be received within 120 days of anticipated performance.

Technical Advance - Randi Rivera, Production Stage Manager
Phone: (917) 374-0978
Email: randi.alyse@gmail.com

Tour Coordination & Hospitality - Andrea Lodico, Managing Director
Phone: (518) 210-1473
Email: andrea@danceheginbotham.org

Press and Marketing Materials - Tracy Mendez, Management Associate
Phone: (646) 262-3485
TOURING PARTY

DH presents programs of mixed repertory most often performed by seven (7x) dancers. Any programs with live music could include musicians and additional staff traveling with The Company. Support staff most often includes one (1x) Choreographer, one (1x) Managing Director, one (1x) Production Stage Manager, and one (1x) Rehearsal Director.

Total touring party: 10-11x people unless otherwise noted and discussed.

STAGE / STAGE DECK / FLOOR

PRESENTER will provide detailed and up-to-date technical information about the venue. This information will include all relevant measurements and dimensions for the stage area as well as one set of ½ inch or ¼ inch scale floor plans and sections.

PRESENTER agrees to designate a Technical Director (or equivalent) to be present, responsible to, and accessible for consultation with DH prior to The Company's arrival and at all crew calls.

STAGE PERFORMING AREA / PLAYING SPACE

Preferred Width – 46 feet (14M) — Minimum 36 feet (11M)
Preferred Depth – 36 feet (11M) — Minimum 25 feet (8 M)

WING SPACE

A minimum wing space of 15 feet (5M) on each side of proscenium unobstructed is preferred. When this is not possible PRESENTER must discuss with Company Technical Staff in advance. The stage area and the wings should be cleared of all scenery and other stored furniture and materials.

CROSSOVER SPACE

A minimum crossover space of 3 feet (.9M) wide is required. This space should be located upstage of last useable line set or in separate hallway behind stage. When this is not possible PRESENTER must discuss with Company Technical Staff in advance.

TEMPERATURE
A minimum temperature of 70ºF (22º C) must be obtained on stage, in the wings, Company green room, and dressing rooms at all times.

**STAGE FLOOR**

The stage floor must have an air space between the dancing surface and the supporting surface: the dancing surface cannot rest directly on concrete or marble.

Please note that if the floor does not meet this requirement, The Company may be unable to perform to avoid serious injuries to the dancers. When this is not possible PRESENTER must discuss with Company Technical Staff in advance.

The stage floor must be cleaned and washed - NEVER waxed.

**DECK / STAGE SURFACE**

All holes or cracks are to be filled with wood or cork. The floor must be smooth, level, and even.

**DANCE FLOOR**

A floor covering is required and must be supplied and installed by PRESENTER before DH Technical Staff arrival at venue. The floor covering must be BLACK MARLEY or EQUIVALENT BLACK FLOOR COVERING unless otherwise specifically requested by The Company. Marley ‘lanes’ will run from wing to wing (not upstage to downstage).

Sufficient tape for installation and maintenance of the floor is required at the expense of the PRESENTER. Floor covering must cover all of the stage performing area. All wing space is preferably covered with the same material, though black vinyl or carpet is acceptable. The floor covering must be rosin-free. When any of these floor specifications are not possible, PRESENTER must discuss with Company Technical Staff in advance.

Floor as well as all wing space and crossover must be thoroughly swept and mopped before each Company rehearsal and performance by employees of PRESENTER at the discretion of DH’S Production Stage Manager.

**MASKING**

PRESENTER agrees to provide goods as listed hereunder:

- 5x pairs of black velour or black dupladyne legs
- 5x black velour or black dupladyne borders (with pipe pocket + boom pipe as needed)
- 1x seamless black scrim
- 1x seamless white muslin or plastic cyclorama drop
- 1x white or light grey bounce cloth
A studio equipped with speakers (boom box with an aux cable is acceptable) will be needed for a minimum of six hours on each day that DH is in residence in PRESENTER city. This studio will be used for daily class and rehearsal and must be equipped with barres for dancers. When this is not possible PRESENTER must discuss with Company Technical Staff in advance.

The studio floor must conform to the same resiliency requirements of the stage and must be covered with rosin-free marley or equivalent. The studio must be heated to a minimum temperature of 70°F (18º C).

LIGHTING

PRESENTER will provide detailed and up-to-date technical information about the venue. This information must include all relevant lighting inventory lists (including console, cable counts etc). All measurements and dimensions for the lighting grid over the stage area as well as over the house are required in both PDF and Vectorworks formats. This information must be received by Company at least four months (120 days) prior to the engagement.

The Company does not travel with any lighting equipment. All lighting equipment and color media is to be supplied by the PRESENTER.
PRESENTER agrees to provide a computerized light board with minimum capability of 125 channels of control.

LIGHT PLOT

DH and the PRESENTER’s Technical Director will work together to minimize any equipment rental, but certain effects are essential to the success of the show. It is DH’s
intent to minimize cost to the PRESENTER where and when possible without compromising the aspect integrity of the performance.

DH is not able to agree on specific equipment numbers without consultation with local Technical Director, and only once the Program has been determined.

DH’s Lighting Designer shall provide a light plot and all requisite paperwork no later than one month prior to scheduled performance date, after equipment needs have been mutually agreed upon by DH and local Technical Director. No changes or substitutions to color, placement, lighting instruments, etc may be made without prior agreement from DH’s Lighting Director and/or Designer.

Light plot must be pre-hung & cues pre-programmed or read off of show disk as possible prior to DH’s arrival.

**LIGHTING PREPARATION**

PRESENTER will appoint, provide, and pay for a Supervising/Master Electrician responsible for all preparation work (i.e. cabling, shop prep, pre-building, etc).

**FOCUS & CUEING**

PRESENTER will provide a ladder, lid, or tower tall enough to focus lights hung on pipes at the agreed upon trim height. PRESENTER will provide at least two stepladders to focus lights and change gels on booms.

Rehearsal and performance position of the lighting board must be in an area in the theater which allows the board operator open and direct visual access to the stage.

PRESENTER will provide a tech table or equivalent for DH’s Lighting Director & Production Stage Manager. This table must be equipped with a desk lamp, headset communications, and channel monitors. It is required that the console outputs all screens to the monitors at the Lighting Director’s position in the house, including but not limited to the cue sheet, channel levels, fader status, and blind displays.

**SAFETY**

All deck instruments must be cabled in the safest possible way. Loose cables must be taped and secured to the deck.

PRESENTER must light all wing space as well as crossover sufficiently to make dancer travel safe but without interfering with the show lights or onstage blackouts.

**SOUND**
DH does not travel with any sound equipment. All sound equipment must be supplied by the PRESENTER. Sound System must be in place and fully operational one hour before each scheduled rehearsal start time.

PRESENTER shall provide a qualified sound engineer who knows the venue and the house system. Sound system shall not take up any stage space other than for monitor speakers (below), nor impinge on the performance area.

PRESENTER shall provide in good working order a professional stereo sound system that is capable of delivering 100dB (A) of undistorted full-range (30hz-20khz) sound to each seat in the theatre. System should be quiet of extraneous noise.

System should include:
- 2x subwoofer units
- Show computer running the most recent version of Qlab
- Aux cable + DI box for main playback
- Mixing console with a 16-32 channel depending on program
- Graphic EQ’s on all main speaker zones and monitors
- 4x channels compression
- 4x onstage high powered monitors located stage right and led in wings #1 + #3
- Separate control of onstage monitors and house speakers
- Professional reverb processor

PIANO

For many DH programs with live music a piano is required. PRESENTER shall provide the following equipment in excellent shape and working order:

- 1x height-adjustable piano bench
- 1x concert grand piano (preferably Steinway – list sizes if more than one is available)

In addition, PRESENTER will provide and pay for at least one piano tuning before each performance, to be scheduled with DH Technical Staff at mutually agreeable times.

PAGING

PRESENTER shall provide a monitor and paging system, which can be heard backstage, in the dressing rooms, and in the green room.

COMMUNICATION

A headset intercom is to be provided to the following stations: stage led, stage right, light board, sound board, and backstage Stage Manager’s desk (or wherever PSM is stationed). During technical rehearsals headset intercom is to be provided at a House
Two ‘god mics’ with switch control should be available at the tech table for all rehearsals.

**WARDROBE**

**PRESENTER** must provide DH with a separate space or room for wardrobe use. The wardrobe area should be as close to the dressing room area as possible.

This space must be equipped with:

- hot and cold water
- 2x 110V/15A wall outlets
- 1x iron
- 1x ironing board
- 1x sewing machine
- 1x steamer
- clothing racks and a sufficient supply of hangers (minimum of 30x hangers)
- 1x washing machine
- 1x dryer
- 1x large table
- 2x minimum chairs

**PRESENTER** will provide a Wardrobe Person to be responsible for washing and steaming the costumes and to do minor repairs as needed. The Wardrobe Person should be available from load in through strike.

Wardrobe Person should be available during the whole performance in case of emergency repairs and may be asked to assist with quick changes if necessary.

If a washer and dryer are not available in-house, **PRESENTER** must provide round trip transport to a laundry facility and any additional personnel required at no additional expense to DH.

**CREW REQUIREMENTS**

**PRESENTER** must provide sufficient local Technical Crew who are capable and have the authority to use, set up, relocate, and operate all stage infrastructure and equipment, lighting equipment, switchboards, and other materials pertinent to DH's performance(s).
A representative of the PRESENTER must be present at all times to assist DH’s Production Stage Manager with crew management. This representative must have sufficient authority to make decisions and/or act on behalf of PRESENTER.

Numbers of crew required in each department are listed in the following technical schedule and should be viewed as a guideline. The crew numbers listed in the Production Schedule are numbers required to load-in, setup, run, and load-out DH’S production in good order. These numbers should not be used for budget purposes.

**RUNNING CREW**

Running crew at **minimum** is:

- 1x lighting board operator
- 1x sound person
- 2x deckhands / electricians (possibly for color changes during pause/s and/or intermission/s)
- 1x curtain position (or more, if required – this can be the deck electrician/s)
- 1x wardrobe person

The Technical Director cannot be included as part of the Running Crew.

**THE SAME CREW MUST WORK ALL REHEARSAL(S) AND PERFORMANCE(S).**

**Sample Production Schedule – must be confirmed with DH PSM**

*All subject to change and must be re-confirmed nightly.*

<table>
<thead>
<tr>
<th>Pre-Arrival</th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
</tr>
</thead>
</table>

Please fill in the table with the required crew numbers for each day.
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>9am – 1pm</td>
<td>Technical Notes as Needed</td>
</tr>
<tr>
<td>2pm</td>
<td>Piano Tuning</td>
</tr>
<tr>
<td>12 – 1:30pm</td>
<td>Company Class</td>
</tr>
<tr>
<td>2 – 6pm</td>
<td>Focus</td>
</tr>
<tr>
<td>7 – 10pm</td>
<td>Focus, Cuing</td>
</tr>
<tr>
<td>TBD</td>
<td>Company on stage for spacing and/or 2-hour music rehearsal</td>
</tr>
<tr>
<td>6 – 7pm</td>
<td>Piano Tuning</td>
</tr>
<tr>
<td>7pm – 7:30pm</td>
<td>Prep stage</td>
</tr>
<tr>
<td>7:30pm</td>
<td>House Opens</td>
</tr>
<tr>
<td>8pm</td>
<td>Show Begins</td>
</tr>
<tr>
<td>9am - 1pm</td>
<td>Load-In!</td>
</tr>
<tr>
<td>12pm</td>
<td>Piano Tuning</td>
</tr>
<tr>
<td>12:30 – 2pm</td>
<td>Company Class on stage</td>
</tr>
<tr>
<td>2 – 2:30pm</td>
<td>Prep stage</td>
</tr>
<tr>
<td>2:30pm</td>
<td>House Opens</td>
</tr>
<tr>
<td>3pm</td>
<td>Show Begins</td>
</tr>
<tr>
<td></td>
<td>Following</td>
</tr>
<tr>
<td></td>
<td>Strike</td>
</tr>
<tr>
<td></td>
<td>Load-out</td>
</tr>
</tbody>
</table>
Sample Crew Breakdown – to be confirmed w/ DH PSM

<table>
<thead>
<tr>
<th>Pre-Arrival</th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Determined by Venue</td>
<td>9am – 1pm</td>
<td>9am – 1pm</td>
<td>2 – 6pm</td>
</tr>
<tr>
<td></td>
<td>-1x light board operator</td>
<td>-1x light board programmer</td>
<td>-1x light board programmer</td>
</tr>
<tr>
<td></td>
<td>-2x deck carpenters</td>
<td>-1x sound person</td>
<td>-1x sound person</td>
</tr>
<tr>
<td></td>
<td>-full focus crew (minimum of 4x electricians)</td>
<td>-2x deck electricians</td>
<td>-2x deck electricians</td>
</tr>
<tr>
<td></td>
<td>-1x curtain position</td>
<td>-1x curtain position</td>
<td>-1x curtain position</td>
</tr>
<tr>
<td></td>
<td>-1x wardrobe person</td>
<td>-1x wardrobe person</td>
<td>-1x wardrobe person</td>
</tr>
<tr>
<td></td>
<td>2 – 6pm</td>
<td>2 – 6pm</td>
<td>7 – 10pm</td>
</tr>
<tr>
<td></td>
<td>-1x light board operator</td>
<td>-1x light board programmer</td>
<td>-1x light board programmer</td>
</tr>
<tr>
<td></td>
<td>-2x deck carpenters</td>
<td>-1x sound person</td>
<td>-1x sound person</td>
</tr>
<tr>
<td></td>
<td>-full focus crew (minimum of 4x electricians)</td>
<td>-2x deck electricians</td>
<td>-2x deck electricians</td>
</tr>
<tr>
<td></td>
<td>-1x curtain position</td>
<td>-1x curtain position</td>
<td>-1x curtain position</td>
</tr>
<tr>
<td></td>
<td>-1x wardrobe person</td>
<td>-1x wardrobe person</td>
<td>-1x wardrobe person</td>
</tr>
<tr>
<td></td>
<td>Aber dinner</td>
<td>Aber dinner</td>
<td>Following Performance</td>
</tr>
<tr>
<td></td>
<td>TBD</td>
<td>TBD</td>
<td>Crew for strike as decided with Venue +</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1x wardrobe person</td>
</tr>
</tbody>
</table>

DRESSING ROOMS

PRESENTER must provide DH with separate dressing rooms large enough accommodate at minimum seven (7x) dancers simultaneously.

All dressing rooms must be equipped with racks for hanging costumes, 3-4x hangers per dancer, sufficient lighting, tables, and individual chairs and mirrors.

The dressing room area must be equipped with toilets supplied with toilet paper and hand towels, and at least two (2x) showers with hot water. PRESENTER must provide one (1x) clean towel for each dancer per performance.
Dressing rooms must be in an area of the theater separate and apart from the public’s view and access.

A sufficient supply of facial issue (Kleenex preferred) must be in each dressing room.

All dressing rooms as well as all other rooms occupied by DH must have doors with locks and should remain free of clothing, equipment, tools, etc. not belonging to DH’s Staff and Company Members for the duration of Company’s time in theater.

Rehearsal room, dressing rooms, hallways, stage, and all other areas occupied by DH must be clean and free of all debris as dancers oden rehearse and perform barefooted.

PRESENTER must provide a separate room or area equipped with electricity, a telephone with an analog telephone line, a working printer, and internet access for DH Management and Staff.

DH will have exclusive use of all assigned dressing rooms from the morning of the first on-stage rehearsal through one hour after the end of the last performance.

The stage area, dressing rooms, rehearsal rooms and all other areas occupied by DH must be heated or cooled to 70-72 degrees F during all rehearsals, classes, and performances.

Garbage cans must be provided on both sides of the stage as well as in all dressing rooms at all times that performers are present.

HOSPITALITY

At the scheduled arrival time of the Company on each day, PRESENTER will provide boiled water, coffee, tea, hot water, bananas and other fresh fruit, whole wheat bread, peanut butter, jelly, yogurt, nuts, and protein bars. All should be replenished as needed for the duration of DH’s time with the venue.

PRESENTER will provide a hot buffet meal for DH employees on the day of DH’s first performance, at a mutually agreed upon time. Buffet should include both meat and vegetarian protein options, vegetables, whole wheat bread, pasta, and green salad.

Please note the following dietary restrictions:
- 1x dancer who is vegetarian
- 1x dancer who has nut allergies
If PRESENTER cannot provide in-house catering, a food buy-out of $20 per person shall be agreed upon. Cash should be paid directly to designated DH representative upon arrival.

A freezer containing sufficient quantities of ice (no ice packs) must be made available to Dancers at all times that DH is in the theater or studio. PRESENTER must provide Ziploc bags for use with the ice.

Fresh boiled water and/or a water cooler with paper or plastic cups must be provided in the wings (stage left and stage right).

A sufficient supply of facial tissue (Kleenex preferred) must be provided on both sides of the stage as well as in all dressing rooms at all times that performers are present.

**PARKING**

If company is arriving by own ground transportation, PRESENTER shall provide and pay for parking for one 2x intermediate sized cars at the hotel and venue for the duration of the engagement.

**SECURITY**

PRESENTER will control all accesses to the areas occupied by DH and limit the presence of venue employees and any other people in these areas to those strictly needed for running rehearsals and/or performances in good order. At no time will patrons, guests, and any other people not related to DH’s production be allowed on stage or in any other area occupied by DH unless accompanied by or upon agreement with DH Management.

**AUTHORITY**

A) The Company requires the exclusive full use of the facilities from load in through load out.

B) The Company reserves the right to approve all technical decisions, in consultation with the PRESENTER, with regards to the personal safety of DH and the aesthetic integrity of the performance. Company and/or production staff have the right to cancel a performance, without penalty, if conditions are not sufficient.

C) The PRESENTER shall provide a qualified Production Supervisor who shall act, with authority, on behalf of the PRESENTER.
D) Acting on behalf of the Company, with authority, shall be the Company's Production Stage Manager, Managing Director, and Artistic Director.

ARTISTIC CONTROL

The Company shall at all times retain sole artistic control over the performance(s) and other residency activities.

SIGNATURE

In the event that the performance venue is different from the PRESENTER's facility, PRESENTER assumes responsibility to forward this information to the appropriate persons for approval, with the understanding that the PRESENTER remains totally liable for the assurance that all above listed conditions are met by the venue.

Signature of this Technical Rider implies that the PRESENTER and their agents including Theater Managers, Technical Directors, and Operating Staff understand, acknowledge, and agree to all of the above requirements unless specifically amended in writing and agreed to by the Company's Artistic Director, Managing Director, or Production Stage Manager.

WE AGREE:

___________________________________________ Date: ___________

Name, Title:
Venue / Presenting Organization:

___________________________________________ Date: ___________

Production Stage Manager Dance Heginbotham
TECHNICAL RIDER

Addendum to agreement

Between:

Dance Heginbotham

Herein called "DH"

and

Name of Presenter

Herein called "PRESENTER".

NOT FINAL TECHNICAL RIDER. FOLLOWING IS A PRELIMINARY TOURING TECHNICAL RIDER FOR FANTASQUE. ITEMS IN THIS RIDER SHOULD BE USED AS A GUIDE TOWARDS WHAT MAY BE NEEDED FOR THE FINAL PRODUCTION BUT ARE SUBJECT TO CHANGE.

FOR ANY QUESTIONS ON THE REQUIREMENTS LISTED BELOW, PLEASE CONTACT
Sandy Garcia, Booking Representative office. 212.278.8111 x3425. (sandyg@pentacle.org)
Company Technical Director: Details TBD

---------------

THIS ADDENDUM IS PART AND PARCEL OF THE AGREEMENT AND SUPERSEDES ALL OTHER ADDENDA.

This addendum is divided by department for easy distribution.

PRESENTER is required to sign each individual page.

All equipment, materials, personnel, supplies and any other goods and/or labor in this addendum will be provided by PRESENTER and at PRESENTER’S expense and MUST be in the theatre at the time of DH’s Load in, if not before. DH cannot be held responsible for delays in production & performance

_________________________       _________________________
PRESENTER                        DANCE HEGINBOTHAM
resulting from delays in acquisition or availability of necessary equipment or unsuitable working conditions.

TABLE OF CONTENTS

1 Title Page
2 Table of Contents
3 Presenter’s Contact Info
4 Company Personnel / Parking
5-6 Stage / Stage Deck / Floor
7 Masking / Company Goods / Rigging
8 Class / Rehearsal
9-10 Lighting
11 Sound / Piano
12 Communications
13 Wardrobe
14 Crew Requirements
15-17 Production Schedule / Crew Break Down
18 Dressing Rooms
19 Hospitality
20 Miscellaneous

PRESENTER              DANCE HEGINBOTHAM
PLEASE PROVIDE US WITH YOUR CONTACT INFORMATION.

Presenting Organization

Name: .................................................................

Contact person: ......................................................

Phone: ...............................................................  

Fax: .................................................................

Email: ...............................................................  

Mailing address: ...................................................

Address for FedEx / UPS deliveries: .............................

Venue

Name: .................................................................

Address: .............................................................

.................................................................

Loading dock address: ..............................................

Production Manager / Technical Director / technical liaison handling this performance:

Name: .................................................................

Phone: ...............................................................  

Fax: .................................................................

Email: ...............................................................  

_________________________       _________________________

PRESENTER       DANCE HEGINBOTHAM
DH will be presenting *Fantasque*: a full evening dance and puppetry work, performed by 6 dancers, five puppeteers, and 1 pianist. Additionally, the company travels with the Choreographer, Designer, Managing Director, Rehearsal Director, Production Stage Manager, Assistant Stage Manager, Technical Director, Lighting Designer, Lighting Assistant, Costume Designer, Wardrobe Supervisor. The touring company totals 23 people.

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choreographer</td>
<td>John Heginbotham</td>
</tr>
<tr>
<td>Designer</td>
<td>Amy Trompetter</td>
</tr>
<tr>
<td>Managing Director</td>
<td>Andrea Lodico</td>
</tr>
<tr>
<td>Rehearsal Director</td>
<td>Elisa Schreiber</td>
</tr>
<tr>
<td>Production Stage Manager</td>
<td>Stephanie Byrnes Harrell</td>
</tr>
<tr>
<td>Assistant Stage Manager</td>
<td>Josh Leslierandal</td>
</tr>
<tr>
<td>Technical Director</td>
<td>Eli Reid</td>
</tr>
<tr>
<td>Lighting Designer</td>
<td>Nicole Pearce</td>
</tr>
<tr>
<td>Lighting Assistant</td>
<td>TBD</td>
</tr>
<tr>
<td>Costume Designer</td>
<td>Maile Okamura</td>
</tr>
<tr>
<td>Wardrobe Supervisor</td>
<td>Joy Havens</td>
</tr>
<tr>
<td>Dancers</td>
<td></td>
</tr>
<tr>
<td>John Eirich</td>
<td></td>
</tr>
<tr>
<td>Lindsey Jones</td>
<td></td>
</tr>
<tr>
<td>Courtney Lopes</td>
<td></td>
</tr>
<tr>
<td>Mykel Nairne</td>
<td></td>
</tr>
<tr>
<td>Justin Dominic</td>
<td></td>
</tr>
<tr>
<td>Macy Sullivan</td>
<td></td>
</tr>
<tr>
<td>Puppeteers</td>
<td></td>
</tr>
<tr>
<td>Gregory Corbino</td>
<td></td>
</tr>
<tr>
<td>Maura Gahan</td>
<td></td>
</tr>
<tr>
<td>Kedian Keohan</td>
<td></td>
</tr>
<tr>
<td>Ethan Rogers</td>
<td></td>
</tr>
<tr>
<td>Sam Wilson</td>
<td></td>
</tr>
</tbody>
</table>

**PARKING**

PRESENTER shall provide and pay for parking for one (1) 15 foot box truck at the theater for the duration of the engagement.
STAGE / STAGE DECK / FLOOR

PRESENTER will provide detailed and up-to-date technical information about PRESENTER’S venue. This information will include all relevant measurements and dimensions for the stage area as well as one set of ½ inch or ¼ inch scale floor plans and sections.

The PRESENTER agrees to designate a Technical Director to be present, responsible to, and accessible for consultation with DH prior to DH’s arrival and at all crew calls.

STAGE PERFORMING AREA
Width – 46 feet (14M) - minimum 36 feet (11M)
Depth – 36 feet (11M) - minimum 25 feet (8 M)

The stage performing area space is the space bordered by downstage set of black legs, upstage black scrim or back drop and Stage Left and Stage Right black legs.

WING SPACE
A minimum wing space of 15 feet (5M) each side of proscenium unobstructed. The stage area and the wings should be cleared of scenery and other stored furniture and materials.

CROSSOVER SPACE
A minimum crossover space of 3 feet (.9M) wide located upstage of last useable line set or in separate hallway behind theater.

TEMPERATURE
A minimum temperature of 70ºF (22º C) must be obtained on stage and in the wings and dressing rooms at all times.

STAGE / STAGE DECK / FLOOR (continued)

STAGE FLOOR
The stage floor must have an air space between the dancing surface and the supporting surface: the dancing surface cannot rest directly on concrete or marble.

Please note that if the floor does not meet this requirement, the Company will be unable to perform to avoid serious injuries to the dancers.

The stage floor must be cleaned and washed - NEVER waxed.
All holes or cracks are to be filled with wood or cork. The floor must be smooth, level and even.

DANCE FLOOR

A floor covering is required and must be supplied and installed by PRESENTER before DH’S first focus call. The floor covering must be BLACK MARLEY OR EQUIVALENT BLACK FLOOR COVERING. The lanes will run from wing to wing (and not from upstage to downstage) Sufficient tape for installation and maintenance of the floor is required. The floor covering must cover all of the Stage Performing Area. All wing space is preferably covered with the same material, however black vinyl or carpet is acceptable. The floor covering must be rosin-free.

There is one moment of flamenco dancing downstage center. All efforts will be made to preserve the condition of the marley, however PRESENTER should be aware that some scuffs are inevitable.

The floor as well as all wing space and cross-over must be thoroughly swept and mopped before each stage rehearsal and performance by employees of PRESENTER at the discretion of DH’S Production Stage Manager.
MASKING

PRESENTER agrees to provide soft goods as listed hereunder:

five pairs of black velour or black duvetyne legs
five black velour or black duvetyne borders (with pipe pocket and bottom pipe)
one white or light grey bounce cloth
one full stage black traveller
bottom pipe for company provided drop

All soft goods will be in excellent condition, free of holes, patches, stains and dust.

COMPANY SOFT GOODS

DH travels with the following goods:
One full stage painted drop
One smaller drop to be hung by performers on stage

RIGGING NEEDS

DH will need 2 fully flying line sets available for rigging points for puppets. We will supply hardware to attach to our puppets; presenter will provide hardware and aircraft cable to attach our hardware to the line sets.

Position of all soft goods and rigging points will be indicated on DH’S light plot.

We will need 4 total dedicated line sets for company provided gear.

ALL SOFTGOODS ARE TO BE PREHUNG PRIOR TO ARRIVAL OF DH'S TECHNICAL STAFF.

_________________________       ___________________________
PRESENTER                                     DANCE HEGINBOTHAM
CLASS/REHEARSAL

DANCER WARM UP

The stage on which the performance is presented shall be clean and dry one hour prior to each performance. PRESENTER will provide barres for dancers as follows: a minimum of (3) 8-foot barres, or (2) 10-foot barres, or (2) 12-foot barres.

DANCER CLASS / REHEARSAL

A studio equipped with speakers which can connect to an iPod or Macintosh computer (boom box is acceptable) will be needed for a minimum of six hours on each day that DH is in residence in PRESENTER'S city. This studio will be used for daily class and rehearsal and must be equipped with barres for dancers. The studio deck must conform to the same resiliency requirements of the stage and must be covered with rosin-free Marley or equivalent. The studio must be heated to a minimum temperature of 70ºF (18º C).
LIGHTING

LIGHT PLOT

It is the company’s intent to minimize costs to the presenter while ensuring the visual quality of the work presented. DH and local Technical Director will work together to minimize any equipment rental, but certain effects are essential to the success of the show.

DH will agree to equipment substitutions where possible and well in advance to match house inventory as closely as possible, but cannot guarantee specific equipment numbers without consultation with local Technical Director once program has been determined.

DH’s Lighting Director shall provide PRESENTER with a light plot and all requisite paperwork no later than 6 (six) weeks prior to scheduled performance date, after equipment needs have been mutually agreed upon by DH and local Technical Director.

Once the light plot has been submitted, the DH’s Lighting Director must agree to any changes or deviations from the plot. No changes or substitutions to color or lighting instruments may be made without prior agreement from the DH’s Lighting Director.

Light plot shall be pre-hung & the cues pre-programmed or read off of show disk prior to DH’s arrival.

EQUIPMENT

PRESENTER agrees to provide lighting equipment in working order as indicated on DH’S light plot.
PRESENTER agrees to provide all color media.

PRESENTER agrees to provide a computerized light board with minimum capability of 300 channels of control.

PRESENTER agrees to provide 2 fully functional 2k follow spots and their trained operators.

PRESENTER agrees to provide a ground row of LED color changing strip lights for the company back drop, to be specified on DH’s light plot.

PRESENTER agrees to provide a low profile row of strip lights for a downstage ground row, to be specified on DH’s light plot, as well as sufficient masking to block any light bleeds from audience view.
LIGHTING (continued)

EQUIPMENT PREPARATION

PRESENTER will appoint, provide and pay for a supervising electrician responsible for all preparation work (i.e. cabling, shop prep, pre-building,)

FOCUS / CUEING

PRESENTER will provide a ladder, lift or tower tall enough to focus lights hung on trimmed pipes. PRESENTER will provide two stepladders to focus lights and change gels on booms.

Rehearsal and performance position of the lighting board must be in an area in the theater which allows the board operator open and direct visual access to the stage.

PRESENTER will provide a tech table or equivalent for DH'S Lighting Director. This table must be equipped with a desk lamp, headset communications and channel monitors. It is required that the console outputs all screens to the monitors at the Lighting Director's position in the house, including but not limited to the cue sheet, channel levels, fader status and blind displays.

SAFETY

All deck instruments must be cabled in the safest possible way. Loose cables must be taped to the deck.

PRESENTER must light all wing space as well as crossover sufficiently to make dancer travel safe but without interfering with the show lights.
SOUND
DH does not travel with any sound equipment. All sound equipment is to be supplied by the PRESENTER.

PRESENTER shall provide a qualified sound engineer who knows the venue and the system. Sound system shall not take up any stage space other than for monitor speakers (below), nor impinge on the performance area.

PRESENTER shall provide in good working order a professional stereo sound system that is capable of delivering 100dB (A) of undistorted full-range (30hz-20khz) sound to each seat in the theatre. System should be quiet of extraneous noise:

- Subwoofer unit(s)
- Cabling to patch in a laptop or a hard disk playback device
- Mixing console with a 16-32 channel depending on program
- Graphic EQ’s on all main speaker zones and monitors
- 4 channels compression
- 4 onstage high-powered monitors located stage right and stage left in wings one and three
- Separate control of onstage monitors and house speakers
- Professional reverb processor
- 2 small diaphragm condenser mics for the piano
- 1 PCC mic downstage center

The desired sound quality is that the piano sounds slightly amplified and live. This would mean that it should sound more like the piano is in the room with us and it should sound fairly full at the audience level rather than too much amplification from speakers from above. Audience level fills may be needed to achieve this depending on the shape and acoustics of the house.

Sound System must be in place and fully operational one hour before each scheduled rehearsal start time.

PIANO

PRESENTER shall provide the following equipment in excellent shape and working order:
- one concert grand piano (preferably Steinway – list sizes if more than one is available)
- one height-adjustable piano bench

In addition, PRESENTER will provide and pay for at least one piano tuning before each performance, to be scheduled at mutually agreeable times.

_________________________       _________________________
PRESENTER       DANCE HEGINBOTHAM
COMMUNICATION

A headset intercom is to be provided to the following stations: stage left, stage right, light board, sound board, Backstage Stage Manager’s desk. During technical rehearsals, headset intercom is to be provided at a Front of House tech table for the company Lighting Director and for the Stage Manager. Wireless headsets are always preferred.

A “God mic,” with switch, should be available at the tech table for rehearsal.

PAGING

PRESENTER shall provide a backstage monitor and paging system, which can be heard backstage, in the dressing rooms, and in the green room.
WARDROBE

PRESENTER must provide DH with a separate space or room for wardrobe purposes.

This space must be equipped with:

- hot and cold water
- two 110V/15A wall outlets.
- iron
- ironing board
- sewing machine
- steamer
- racks and a sufficient supply of hangers (60 hangers / 4 per performer)
- washing machine
- dryer
- large table
- minimum two chairs

PRESENTER will provide a wardrobe person to be responsible for washing and steaming the costumes and to do minor repairs. The wardrobe person should be available at load-in time.

PRESENTER’s wardrobe person should be available during the whole performance in case emergency repairs are needed and will be needed to assist with quick changes.

If a washer and dryer are not available in-house, PRESENTER shall provide round trip transportation to a laundry facility and any additional personnel at no additional expense to DH.

The wardrobe area will be as close to the dressing room area as possible.
CREW REQUIREMENTS

STAGEHANDS

PRESENTER must provide sufficient local technical crew who are capable and have the authority to use, set up, relocate and operate all stage infrastructure and equipment, lighting equipment, switchboards, and other materials pertinent to DH’S performance(s).

An agent of PRESENTER to assist DH’S Production Stage Manager must be present at all times. The agent must have sufficient authority to make decisions and/or act on behalf of PRESENTER.

Numbers of crew required in each department are listed in the technical schedule and should be viewed as a guideline to what the production requires. The crew numbers listed in the production schedule are numbers required to load-in, setup, run and load-out DH’S production in good order. DO NOT USE THESE NUMBERS FOR BUDGET PURPOSES unless they equal or exceed the numbers required by local union regulations or unless union regulations are not applicable.

RUNNING CREW

Unless local regulations require higher numbers, the running crew minimum is:

- one lighting board operator
- one sound operator
- two deck hands
- one rail operator
- two follow spot operators
- one wardrobe person

The Technical Director cannot be included as part of the running crew.

THE SAME CREW SHALL WORK REHEARSAL(S) AND PERFORMANCE(S).

Please discuss crew needs with DH’s Production Stage Manager. We may be able to simplify/cut our crew needs depending on staffing rules at your venue.
### Sample Production Schedule and Crew Break Down – to be confirmed with DH PSM

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Crew Needs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuesday Nov 13</strong></td>
<td>Light &amp; Soft Goods hang&lt;br&gt;Dance floor Install</td>
<td>Crew Needs TBD by PRESENTER</td>
</tr>
<tr>
<td><strong>Wednesday Nov 14</strong></td>
<td>Hang Company goods and rigging, prepare for focus&lt;br&gt;Focus, Set Piano, if needed, complete rigging needs</td>
<td>Light Board Operator 2&lt;br&gt;Carpenters/Riggers&lt;br&gt;Full Focus Crew</td>
</tr>
<tr>
<td>11am-1pm</td>
<td></td>
<td>Light Board Operator 2&lt;br&gt;Carpenters/Riggers&lt;br&gt;Full Focus Crew</td>
</tr>
<tr>
<td>1pm-4pm</td>
<td></td>
<td>Light Board Operator 2&lt;br&gt;Carpenters/Riggers&lt;br&gt;Full Focus Crew</td>
</tr>
<tr>
<td>4pm-5pm</td>
<td></td>
<td>Light Board Operator 2&lt;br&gt;Carpenters/Riggers&lt;br&gt;Full Focus Crew</td>
</tr>
<tr>
<td>5pm-10pm</td>
<td></td>
<td>Light Board Operator 2&lt;br&gt;Carpenters/Riggers&lt;br&gt;Full Focus Crew</td>
</tr>
<tr>
<td><strong>Thursday Nov 15</strong></td>
<td>Tech notes as needed&lt;br&gt;Meal Break&lt;br&gt;Continue Focus, set up sound, mic check</td>
<td>Full Running Crew as noted above&lt;br&gt;1 Electrician&lt;br&gt;1 General Hand for tasks as needed</td>
</tr>
<tr>
<td>11am-1pm</td>
<td></td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>1pm-4pm</td>
<td></td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>4pm-5pm</td>
<td></td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>5pm-9pm</td>
<td></td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>9pm-10pm</td>
<td></td>
<td>Full Running Crew</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
<td>Crew Assignment</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------------------</td>
<td>------------------------------------------------------</td>
</tr>
<tr>
<td>Friday Nov 16</td>
<td>Tech notes as needed</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>10am-12pm</td>
<td>Tech</td>
<td>1 Electrician</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 General Hand for tasks as needed</td>
</tr>
<tr>
<td>12pm-4:30pm</td>
<td>Tech</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>4:30pm-5:30pm</td>
<td>Meal Break</td>
<td></td>
</tr>
<tr>
<td>5:30pm-6pm</td>
<td>Prep for Dress Rehearsal</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>6pm-8pm</td>
<td>Dress Rehearsal</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>8pm-9pm</td>
<td>Notes on Stage</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>9pm-10pm</td>
<td>Tech Notes, Production Meeting</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>Saturday Nov 17</td>
<td>Tech notes as needed</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>12-1:30pm</td>
<td>Half Hour, House Open, Lobby performances</td>
<td></td>
</tr>
<tr>
<td>1:30pm-2:30pm</td>
<td>Set for Top of Show</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>2:30pm-3pm</td>
<td>Performance #1</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>3pm-4:30pm</td>
<td>Meal Break</td>
<td></td>
</tr>
<tr>
<td>4:30pm-6pm</td>
<td>Set for Top of Show</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>6pm-7pm</td>
<td>Half Hour, House Open, Lobby performances</td>
<td></td>
</tr>
<tr>
<td>7pm-7:30pm</td>
<td>Performance #2</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>7:30pm-9pm</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
<td>Crew</td>
</tr>
<tr>
<td>---------------------</td>
<td>-----------------------------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>1:30pm-2:30pm</td>
<td>Set for Top of Show</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>2:30pm-3pm</td>
<td>Half Hour, House Open, Lobby</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td></td>
<td>performances</td>
<td></td>
</tr>
<tr>
<td>3pm-4:30pm</td>
<td>Performance #3</td>
<td>Full Running Crew</td>
</tr>
<tr>
<td>4:30pm-until</td>
<td>Strike</td>
<td>TBD by PRESENTER</td>
</tr>
</tbody>
</table>
DRESSING ROOMS

PRESENTER must provide DH with at least one dressing room large enough accommodate six dancers, five puppeteers, and 1 musician simultaneously.

All dressing rooms must be equipped with racks for hanging costumes, 3-4 hangers per performer, and sufficient lighting, tables, individual chairs and mirrors for the performers to apply make-up.

The dressing room area must be equipped with toilets supplied with toilet paper, soap, and hand towels for the performers, and at least two showers with hot water. PRESENTER must provide one clean bath towel for each performer per performance.

The dressing rooms must be in an area of the theater separate and apart from the public's view and access.

A sufficient supply of facial tissue (Kleenex) must be in each dressing room.

All dressing rooms as well as all other rooms occupied by DH must have doors with locks and should remain free of clothing, equipment, tools, etc. not belonging to DH’Ss production for the duration of the company’s time in theater.

Rehearsal room, dressing rooms, hallways, stage, and all other areas occupied by DH must be clean and free of all debris as the dancers, at times, rehearse and perform barefooted.

PRESENTER must provide a separate room or area equipped with electricity, a telephone with an analog telephone line, and free internet access for DH’S Management and Staff.

DH will have EXCLUSIVE USE of all assigned dressing rooms from the morning of the first on-stage rehearsal through one hour after the end of the last performance.

The stage area, dressing rooms, rehearsal rooms and all other areas occupied by DH must be heated or cooled to 70-72 degrees F during all rehearsals, classes and performances.

Garbage cans must be provided on both sides of the stage as well as in all dressing rooms at all times that performers are at PRESENTER’S venue.
At the scheduled arrival time of the COMPANY on each day, PRESENTER will provide a set-up to include bottled water, coffee, tea, hot water, bananas and other fresh fruit, whole wheat bread, peanut butter, and jelly, to be replenished as needed for the duration of the company’s time in theater.

In addition, PRESENTER will provide a hot buffet meal for DH’S employees on the day of DH’S first performance, at a mutually agreed upon time. Buffet should include both meat and vegetable protein options, vegetables, whole wheat bread, pasta salad, green salad, yogurt, fruit, nuts, and protein bars. One dancer is vegetarian, however many company members enjoy vegetarian options. One dancer has a severe case of Celiac disease and will provide her own food, but will need access to a refrigerator.

If presenter cannot provide in-house catering, a food buy-out of $20 per person can be discussed. Cash should be paid directly to designated DH representative upon arrival.

A freezer containing sufficient quantities of ice (no ice packs) must be made available to the dancers at all times that DH is in the theater or studio. PRESENTER must provide Ziploc bags for the ice.

Fresh bottled water and/or a water cooler with paper or plastic cups must be provided in the wings (stage left and stage right).

A sufficient supply of facial tissue (Kleenex) must be provided on both sides of the stage as well as in all dressing rooms at all times that performers are at PRESENTER’S venue.
MISCELLANEOUS

SECURITY

PRESENTER will control all accesses to the areas occupied by DH and limit the presence of PRESENTER'S employees and any other people in these areas to those strictly needed for running rehearsals and/or performances in good order. At no time will patrons, guests and any other people not related to DH'S production be allowed on stage or in any other area occupied by DH unless accompanied by or upon agreement with DH'S Management.

DH'S TECHNICAL DIRECTOR

TBD Phone:
Email:

DH’S MANAGING DIRECTOR

ANDREA LODICO
Phone: (518) 210-1473
Email: andrea@danceheginbotham.org

PRESENTER

DANCE HEGINBOTHAM