

Mermaid Theatre of Nova Scotia's  
***GOODNIGHT MOON and THE RUNAWAY BUNNY***  
Technical/Hospitality Requirements 2009/2010 (31/04/09)  
Page 1 of 3

#### **COMPANY**

- Cast of three performers and one stage manager.

#### **RUNNING TIME**

- One hour performance including question and answer period if time permits.
- Start times: because of their tight travel schedule, the company would appreciate close adherence to start times. If the performance is late in commencing, it is possible that the Question and Answer period may need to be cancelled. This will be at the Stage Manager's discretion.

#### **ACCESS**

- Mermaid's stage manager will contact the venue in advance of the engagement to confirm the company's arrival time, technical requirements, and to answer any questions.
- **We require a minimum total of 4 persons for load in/out and set up.** Breakdown of the 4 persons is as follows: 1 Lights, 1 Sound, and 2 others to assist with setup of puppets and curtain units. **Please note:** only lighting tech and sound tech are needed for the running of the show.
- Stage area, loading doors and dressing rooms need to be cleared to allow the company to set up immediately upon arrival.
- Stage should be swept.
- No food or beverages should be permitted in the theatre.
- We require advance notice of any striking and resetting when our set is in place overnight.
- **Set up: 120 minutes plus 1/2 hour house. Strike: up to 90 minutes.**

#### **PHYSICAL REQUIREMENTS**

- **MINIMUM DIMENSIONS OF STAGE - 40' wide x 30' deep x 14' high.** These dimensions refer to an unimpeded space, free of hanging lights or heating ducts.
- A darkened auditorium is necessary and a black stage floor preferred.
- Mermaid travels with a self-supporting, free standing set.
- House masking to be provided by venue: Legs and borders should be ballet hung, preferably black with no more than a 30' proscenium opening. Please have hung prior to the company's arrival. Stage Manager will confirm masking specifications prior to engagement date.
- Two dressing rooms for four people, the rooms should have mirrors, chairs, tables and lights. They should be clean, well lit, lockable and ready for the company upon arrival and up to 90 minutes after the performance.
- Toilets and sinks, with paper towels and soap, must be in close proximity.
- Availability of a small table for the DVD player
- Availability of stage weights
- Please send your theatre's tech specs to [puppets@mermaidtheatre.ns.ca](mailto:puppets@mermaidtheatre.ns.ca)

#### **ELECTRICAL/LIGHTING**

- The company requires the service of a professional lighting technician to operate the venue's lighting.
- A dimmable house lighting system will be required

- A lighting plot and instrument schedule will be provided that will be used in addition to the house plot.
- As per the instrument schedule the company will have 3 par 20s that may be required to be patched into the house system
- 1 non-dim circuit stage right and 1 non-dim circuit stage left will be required. As well as one practical light stage left that must be patched through the board
- Please provide running lights stage right, left and upstage of the traveler
- Pre-hang all lights whenever possible.
- The stage manager will be plugging in a practical backstage during the performance.

### **SOUND**

- The company will use the house sound system, and requires the service of an audio technician.
- We will provide a DVD player with stereo XLR outputs to be patched into the house system.
- Both sound and video will be run from our DVD player backstage
- We require a microphone (wireless if available) for a pre-show announcement and question and answer after the performance.
- The playback will be run through the front of house speakers. We require two monitors for the performers that should be placed in either down stage corner.
- The company requires wireless clearcom and travels with 4 wireless headsets and a bay station that patches into a regular clear com system
- **It is important that all sound be set up and operational before the company arrives.**

### **VIDEO**

- The company travels with 1 video projector and one rear projection screen on self supporting frame

### **HOSPITALITY**

- Plenty of bottled water and coffee should be made available.
- The presenter is to supply a light lunch (i.e. veggie/fruit platter, soup, sandwiches)
- The payment cheque, house counts and any relevant publicity materials (posters, programs, press releases etc.) must be made available to the stage manager before the Company's departure.
- For school performances, a number of evaluations will be handed out to teachers. These will be provided upon the Company's arrival.

### **COMPLIMENTARY TICKETS**

- Please note that the company's request for complimentary tickets is covered under the terms of our contract and will not normally be waived. The Theatre will be prepared to release these seats upon request two week prior to the engagement.

### **MEET AND GREET**

- The company will be pleased to accept requests to "meet and greet" special guests. Should this activity be scheduled following a final performance, it will be essential to have extra crew on hand to facilitate a prompt load-out following the event. Please contact the Stage Manager in advance if a meet and greet is requested.

## **SIGNING**

- The company should be notified in advance if sign language interpreters are to participate. They will be located off stage right or off stage left and dimly lit with an isolated “special” blue gel.

## **IMPORTANT**

- In the interest of safety we would appreciate having the audience away from the performance and working area as our equipment and set pieces are fragile. However, with permission and advance notice, supervised visitors are most welcome at the close of the show. *Cameras and video cameras are prohibited during the performance.*

## **FOR MORE INFORMATION**

- We can be reached by fax 902.798.3311, by telephone 902.798.5841 or by email [puppets@mermaidtheatre.ns.ca](mailto:puppets@mermaidtheatre.ns.ca).
- **If your venue doesn't meet technical requirement specifications please contact Mermaid's Technical Director Torin Buzek - [tbuzek@ns.sympatico.ca](mailto:tbuzek@ns.sympatico.ca)**

**Please note- This rider may not be changed in any way without permission from Mermaid Theatre of Nova Scotia**

Signatures

---

Presenter

Kids Entertainment