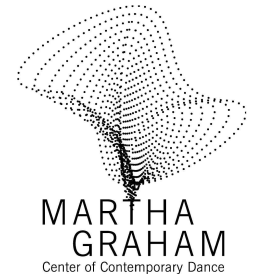


MARTHA GRAHAM DANCE COMPANY **TECHNICAL REQUIREMENTS**

2012-2013



The following technical information must be discussed and agreed upon by both the **Martha Graham Dance Company** (MGDC) and **Presenter** prior to the signing of this rider or the engagement contract. This technical information covers performance conditions only. Presenter agrees to provide at its sole expense all of the following elements for the engagement.

Amendments to this rider must be approved by both MGDC and Presenter prior to the signing of this or the engagement contract. This is a technical rider and does not constitute the full understanding of the engagement between MGDC and Presenter. In the event that the performance venue is different from Presenter's facility, Presenter assumes responsibility to forward this information to the appropriate theater manager for approval, understanding that Presenter remains fully liable for the assurance that all the following listed conditions are met by the theater manager.

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

NOTE: The Martha Graham Dance Company works with its presenters to ensure the best possible performance in a variety of venues. The technical requirements outlined in this rider are standard. If your facility does not meet the requirements, please feel free to contact the Production Manager, Jane Rosenbaum, at rosenbaum@marthagraham.org to discuss ways in which the performance can be tailored to your space.

PERFORMANCE AND REHEARSAL SPACE

A. STAGE REQUIREMENTS

Minimum proscenium opening: **40' wide x 20' high (12.1m wide x 6m high)**
Minimum stage depth: **35' from plaster line to last line set or rear curtain (10.6m)**
Crossover space: **at stage level, upstage (not included in "minimum stage depth") or behind stage**

Minimum height clearance offstage and in wings: **17' unobstructed (5.1m)**
Minimum number of useable line-sets: **25 (includes electrics & all soft goods)**
Minimum grid height: **pipes clear 60' (18.2m)**

Should no fly system exist, some means of hanging the show's soft goods, scenery and the changing of color in lighting equipment must be approved by MGDC's Production Stage Manager and provided by Presenter. The installation of this hanging system must be completed prior to the start of the Company's load-in. Presenter must provide secure storage space for all Company boxes, cases, and/or hampers.

B. STAGE FLOOR AND DANCE FLOOR

The stage floor must be constructed of wood and sprung to provide flexibility or "give" to meet requirements defined by the American Guild of Musical Artists (AGMA), the dancers' labor union. Depending on tour schedule, MGDC may provide its own dance floor; constructed of black, heavy-duty linoleum, size 39.5 feet by 49 feet (12.0 m by 15.2 m). In the event that MGDC's dance floor is unavailable, Presenter hereby agrees to provide a similar dance floor, in consultation with MGDC Production Stage Manager. Presenter shall provide enough 2 inch black gaffer tape to secure the linoleum to the stage floor. Presenter agrees to sweep and mop the dance floor before classes, rehearsals, and performances.

Presenter shall provide carpeting for placement in the walkways and off-stage areas adjacent to the dance floor. Additional carpeting may be requested depending on the area backstage. Under no circumstances will MGDC dance on a concrete floor or on a wood floor laid directly over concrete.

C. TEMPERATURE

The stage area and dressing rooms must be heated to a minimum of 68° Fahrenheit or 20.0° Celsius and to a maximum of 90° Fahrenheit or 32.2° Celsius. Union regulations of the dancers prohibit performance when the temperature is in variance of the above temperature range.

D. REHEARSAL STUDIO

Presenter is requested to provide a rehearsal studio approximating the size of the stage located in close proximity to the theater. The rehearsal studio should be equipped with appropriate floor, mirrors, barres, and sound system including a CD player, and when possible 1/8 inch to RCA adaptor cable for any MGDC MP3 player.

E. PREPARING THEATER PRIOR TO LOAD-IN

MGDC does not carry any lighting equipment. Presenter agrees to pre-hang MGDC light plot(s) prior to MGDC load-in. Pre-hang will include hanging and/or installing all lighting equipment, cabling, patching and verifying that all equipment is in good working order.

F. RIGGING REQUIREMENTS

MGDC requires that the rigging system and battens needed for the presentations be clear of equipment and goods at the time of load-in. Each batten must be able to move freely from grid to stage, counterweighted, and have a 750 pound workload (340 kilos). Each batten must be straight (no bent pipes), level to the stage floor, and be accurately marked for Stage Center. The counterweight system must have 4,000 pound (1814 kilos) of additional counter weight available.

If no fly system exists in the venue, some means of hanging the show's soft goods, scenery and lighting equipment must be approved by MGDC Production Stage Manager and provided by Presenter. The installation of this hanging system must be completed prior to the start of MGDC's load-in.

G. SOFTGOODS

MGDC requires Presenter to provide and hang the following soft goods according to the line-set schedule provided by MGDC:

- 5 sets of matching black FLAT legs measuring 25' high x 10' wide min. (7.6 m x 3 m)
- 5 matching black FLAT borders measuring 10' high x 50' wide min. (3 m x 15.2 m)
- 1 full stage black sharks-tooth scrim
- 1 full stage white cyclorama
- 1 full stage white seamless plastic
- 1 full stage black FLAT curtain
- Enough pipe to stretch all soft goods.

If the above soft goods are not be available in the venue, Presenter must notify MGDC no less than two (2) months prior to the engagement to make necessary arrangements.

MGDC, depending on tour schedule, may travel with the following soft goods:

- 1 full stage Rosenthal Blue scrim
- 1 full stage black sharks-tooth scrim

H. EXCLUSIVE USE

Facilities provided for MGDC use must be secure and kept for exclusive use of MGDC during engagement including set

up time(s), rehearsal(s), and performance(s). Presenter agrees facilities must be clear of extraneous equipment, staffed appropriately, in good order at time of load-in and maintained in good order throughout the engagement. Also, Presenter agrees that an agent/officer of Presenter will be physically present (or immediately reachable by telephone) during the entire period of the engagement.

I. WARDROBE

MGDC requires a fully secured room centrally located to the dressing rooms, with adequate power for two (2) steamers, irons, sewing machine, space heaters, etc. Wardrobe room will be supplied with:

- At least 1 steam iron
- 1 ironing board
- 2 industrial steamers
- 4 sturdy rolling wardrobe racks – each at least 4' in length (1.3 m)
- 50-100 hangers
- 20-30 towels

Laundry

Presenter agrees to provide convenient facilities and personnel to launder MGDC costumes as needed. If a washer and dryer are not available in the wardrobe room, Presenter shall provide round-trip transportation to the laundry facility and any additional personnel, as needed. All such expense incurred in connection herewith shall be borne by Presenter.

Quick Change Booths

A quick-change booth at least four (4) feet by six (6) feet (1.2m x 1.8m) is required for dancers to change in private in the Stage Left and Stage Right wing space. The quick-change booth must have a full-length mirror, small table, chair, gelled running light and a rod for hanging costumes.

Dressing Rooms

MGDC requires dressing room accommodations for 20 women and 10 men. Each dressing room must provide:

- 3' of counter space per performer (1 m)
- 1 chair per performer
- 1 lighted makeup mirror per performer
- costume racks
- excellent lighting
- adequate power for multiple hair dryers, curlers, heaters, etc.
- heating/cooling according to item "C" above
- immediate access to restrooms with hot and cold running water and showers
- a monitor/paging system

J. LOADING AREA

The loading area must be cleared of all vehicles, snow, ice and any other obstructions prior to MGDC's arrival. Presenter will supply any special means needed to efficiently move road boxes and equipment into the theater. MGDC does not travel with a ramp.

K. PARKING

If MGDC's truck (typically a 24' straight truck with the possibility of a 40' trailer and cab) cannot be left in the loading dock during the engagement, a parking area will be required for the truck that is close to theatre and easily accessible throughout MGDC's engagement. In addition, MGDC may need a minimum of three (3) parking spaces for MGDC vehicles. Parking spaces provided must be convenient to the theatre, safe and secure, available for entire engagement

and without cost to MGDC.

L. PRODUCTION AND COMPANY OFFICES

MGDC Management and Production Staff require 2 secure office spaces (i.e. dressing rooms), as well as access to a photocopy machine. Each space will have one (1) telephone available for local calls and at least two (2) CAT5 Internet connections, or Wireless Internet access. Each office should be furnished with six (6) feet (1.8m) of table or counter space and three (3) chairs.

M. GREEN ROOM

MGDC will need use of a green room space located centrally to the backstage area and dressing rooms. It must be large enough to accommodate catering for the company and be furnished with two 6 foot tables (1.8m) and fifteen (15) folding chairs.

PERSONNEL & SCHEDULING

A. LOAD-IN, SET-UP, PERFORMANCE AND LOAD-OUT

- a. Prior to MGDC's arrival the theater will hang, cable, and patch all lighting equipment. The theater and stage must be made available to MGDC prior to the first performance for the purpose of unloading and setting up technical equipment; hanging scenery; focusing lighting; inspecting sets and costumes; and rehearsing. MGDC requires ten (10) working hours prior to the first performance for load in. This usually occurs the day prior to opening. In addition, eight (8) hours of technical work (including technical/dress rehearsal) is required on the day of opening. The performance usually requires less than four (4) hours of work and the load-out requires a maximum of four (4) hours of work.
- b. If more than one program is being offered, additional technical time will be required. This will be a minimum of four (4) hours on the opening day of Program B, and a maximum of eight (8) hours on the day of Program B to be decided when the program is known.
- c. In outdoor venues, two (2) nights before the first performance are required for technical work: the first night is required to focus the lighting; the second night is used for a technical rehearsal.

B. TECHNICAL CREW

Presenter agrees to provide and pay for competent and experienced stage labor and wardrobe personnel. Crew may not change during a load-in call, load-out call, or note/work call. Crew members for all performances and rehearsals must be the same throughout the full engagement. This is not a "yellow card" engagement, but IATSE members are favored.

The following technical personnel are required for the entire engagement:

LOAD-IN/LOAD-OUT CREW:

4 Electricians (1 Focus Crew)
1 Sound Technician
5 Carpenters
1 Fly Rail
2 Property Handlers (if separate from Carpenters)
1 Wardrobe Personnel
4 Truck Loaders (if separate from Carpenters)
1 Projectionist (as necessary)

RUNNING CREW:

3 Electricians (1 Light Board Op/ 2 Deck Elecs)
1 Sound Technician
5 Carpenters
1 Fly Rail
2 Props
1 Wardrobe Personnel
1 Projectionist (as necessary)

These personnel requirements are subject to change due to local work rules, the condition of the venue, and MGDC repertory performed. Program repertory must be confirmed by MGDC Production Stage Manager to ensure proper crew coverage.

LIGHTING REQUIREMENTS

A. LIGHTING

MGDC does not carry any lighting equipment. Presenter agrees to pre-hang MGDC light plot prior to MGDC load-in. Pre-hang will include hanging and/or installing any and all lighting equipment, cabling, patching, and verifying that all equipment is in good working order.

Inventory of theater's lighting equipment and the theater's technical specifications must be received by MGDC Production Stage Manager within 120 days of anticipated performance.

B. LIGHT PLOT

MGDC will provide a light plot to Presenter in advance of engagement. The light plot is standard and can normally be adapted to fit the circumstances of each theater. Light plot will take into account, but will not necessarily be limited by, equipment inventory.

- a. Plot has as many as seven (7) over stage electrics (this includes "Cyc Pipe")
- b. Plot Front of House positions consist of 1 Box Boom House Right and Left holding up to six (6) instruments and using three (3) circuits and Balcony Rail or higher position consisting of up to twenty four (24) units and fifteen (15) circuits.
- c. Plot also has as many as 4 booms stage right and stage left.
- d. Plot uses as many as 180 focusing units over stage and in booms. Inventory can include, but may not limited to:

24 Source 4	10 Degree Ellipsoidal 575w (or equivalent) (or standard Front of House Units)
10 Source 4	19 Degree Ellipsoidal 575w (or equivalent)
60 Source 4	26 Degree Ellipsoidal 575w (or equivalent)
60 Source 4	36 Degree Ellipsoidal 575w (or equivalent)
2 Source 4	50 Degree Ellipsoidal 575w (or equivalent)
24 Par 64	Medium Flood Lens
- e. Plot also includes up to three (3) circuits of Overhead Cyclorama Lighting, and three (3) circuits of Ground Row Lighting. 1000 w T 3 type units preferred.
- f. Plot may use the following accessories provided by the venue/Presenter:
 - 20 Drop In Iris for specified units
- g. If the Lighting Director for MGDC deems the venue's available equipment to be inadequate then Presenter must rent the required equipment specified by MGDC's Lighting Director.
- h. There will be at least 150 dimmers @ 2.4 KW.

C. COMPUTER LIGHTING BOARD

The Presenter agrees to provide and pay for a computer memory lighting board and a trained and skilled operator for that lighting board. The ETC Obsession is preferred but any of the following ETC lighting boards will accept the Company's lighting cue computer disks:

Expression Series Express Series

Depending on the tour schedule, MGDC may provide its ETC Ion Lighting Console.

D. STAGE LADDER or ELECTRIC LIFT

It is mandatory that there be a ladder or electric lift on stage when MGDC's Production Crew arrives. The ladder must be thirty (30) feet (9.2m) high in order to reach all stage lights so the lights may be gelled and focused.

E. TECH TABLE

A Tech Table is required in the center of the auditorium for all MGDC technical rehearsals. Tech Table shall be equipped

with remote light board monitors, one headset for the lighting supervisor and another for the stage manager, a wireless or wired microphone, and source of light for the Stage Manager and Lighting Supervisor.

F. EXPENDABLES

Presenter shall provide all gel color as specified in the light plot. In the event that MGDC performs more than one program, Presenter shall provide all gel color as specified for each program. Presenter will also provide up to twenty (20) irises as specified in the light plot. Notwithstanding the foregoing, if Presenter is unable to obtain the aforementioned specified gel color, Presenter, may, in consultation with MGDC Production Manager and Lighting Director, make arrangements for MGDC to purchase the gel on behalf of Presenter, provided, however, that Presenter is responsible for any and all costs associated with such purchase. The Company will provide all other gels and gobos.

AUDIO REQUIREMENTS

A. SOUND SYSTEM

Presenter is expected to provide an adequate sound system. **Inventory of theater's sound equipment and the theater's technical specifications must be received, by MGDC Production Stage Manager, within 120 days of anticipated performance.** To ensure proper audio presentation Presenter shall provide a sound engineer, along with the necessary operating equipment, to be situated in the audience area for all activities, including performances. Any windows or obstructions between the house mix position and the performing area must be removed, so that an open air space may exist between the mix position and the performing area. There must be a clear and unobstructed view from the house mix position at all times. Under no circumstances is a closed or restricted booth, or a position located on the performing area acceptable.

- a. The **SOUND SYSTEM** supplied should be of sufficient size and power to fill the auditorium or audience area with clarity and without overload. The system should be capable of reproducing symphonic music at an audible level to the outermost seats without distortion or noise.
- b. **MIXING CONSOLE:** MGDC does not carry a mixing console; therefore, a mixing console with a minimum of six (6) working balanced inputs (line and microphone levels) must be available. Each channel must have sweep-able equalization and a fold back or auxiliary send that can be assigned to send signal to a stage area monitor system. Soundcraft 800B, Yamaha PM1800, or Crest Century GT are all acceptable models.
- c. **AMPLIFIERS AND SPEAKERS:** The audience system should be a full-range, three-way (minimum) loudspeaker system capable of producing 100 decibels Sound Pressure Level (SPL) at the outermost point of the audience area with a dynamic range of 20 HZ to 20,000 HZ. The stage area monitor speaker system should consist of a minimum of four (4) two-way (minimum) speaker cabinets with a dedicated amplifier system capable of producing 100 decibels SPL over the entire stage area with a dynamic range of 20 HZ to 20,000 HZ. The size and placement of the speaker cabinets must be appropriate for use by a dance company.
- d. **EQUALIZATION:** A minimum of two (2) outboard one-third (1/3) octave graphic equalizers should be located at the house mixer position within easy reach of the console. An equalizer is to be patched directly between the mixer and each individual house system. A separate equalizer is to be patched between the house mixer and the stage area monitor system. IRP, ASHLY, UREI, or KLARK-TEKNIK are all acceptable models. Bass and treble controls on the mixer are not sufficient equalization for the system.
- e. **LIVE ORCHESTRA:** Where applicable, Presenter agrees to bear all costs relating to local contracting of all musicians according to the personnel schedule and rehearsal schedule agreed to separately between Presenter and MGDC. When preliminary orchestra rehearsals cannot take place in the theater, Presenter agrees to arrange for a suitable alternate rehearsal site.

Any site where the orchestra rehearses or performs must contain a sufficient number of chairs and music stands for the musicians. In addition, MGDC Conductor requires a raised conductor podium and an oversized music stand with an area of 20 inches by 30 inches.

The orchestra pit at the theater must be provided with sufficient music stand lights for the orchestra, and these lights must be circuited to the theatrical dimming system. In certain cases, it is helpful to have the lights for the piano plugged into a separate circuit from the rest of the stand lights; this information will be provided by the Lighting Designer.

One (1) video monitor with a stage picture shall be placed in the pit with sufficient cable to allow for a variety of positions. Exact placement will be determined on site. A cue light will be placed at the conductor's podium. MGDC Production Stage Manager shall have control of this light at the calling station.

One (1) video monitor with a picture of the conductor shall be placed at MGDC Production Stage Manager's calling station.

- f. **PIANO:** When MGDC performs *Maple Leaf Rag* without an orchestra, the theater must provide a grand piano. The piano must have an ebony satin finish. Additionally, an artist's bench (seat) must be provided. The piano must be in excellent condition and must be tuned before each performance and dress rehearsal of *Maple Leaf Rag*. The piano shall be amplified through the auditorium sound system and in the stage monitor speakers by placing one or more microphones under the lid of the piano. The piano is placed on the stage during the intermission prior to the performance of *Maple Leaf Rag*; the piano is also placed on the stage for rehearsals of the ballet. There must be sufficient storage for piano in the backstage area. Once the piano is placed in position on the stage, it is not moved until the ballet is completed. MGDC provides its own pianist.

B. HEADSET COMMUNICATION & PAGING SYSTEM

MGDC requires an eight (8) station Clear Com headset communication system. The house headset system should be free of all noise or hum and set prior to MGDC's arrival. In addition, MGDC requires announcement and program capabilities from MGDC's Production Stage Manager location to all dressing room areas.

C. MICROPHONES

MGDC requires one (1) wired or wireless microphone at the tech table for rehearsals and two (2) wireless microphones for use during performances.

PROJECTION REQUIREMENTS

For any program with projections, the load-in/run crew should include a skilled video projectionist to install, focus, and run the projection via MGDC Production Stage Manager calls during all rehearsals and performances.

A. PRELUDE AND REVOLT/LAMENTATION VARIATIONS/DANCE IS A WEAPON

MGDC will provide MGDC Company's Macbook laptop with the image sequence in Keynote and/or PowerPoint.

Presenter should provide a 10K Lumen Projector for front or rear projection onto a manually movable or automated projection screen (an automated screen should allow speed adjustment). The image should fill the screen as fully as possible in a 4:3 aspect ratio. If depth of stage allows for rear projection, MGDC prefers to project onto a full-stage seamless RP screen.

MGDC provides a Macbook with media in Keynote or Qlab. Media is comprised of video and audio. MGDC provides a DVI-connector to connect the Macbook to the projector.

The projector must have the capacity to douse on cue, either internally or externally, to a full blackout.

B. CLYTEMNESTRA

MGDC will provide a supertitle screen measuring 3 feet by 15 feet and the title sequence in iWorks on MGDC's Macbook laptop. The screen should hang from a position immediately downstage of the main stage curtain, approximately in line with the top of the proscenium. The exact position of the screen will be determined by audience sightlines.

Presenter should provide a 10K Lumen Projector for front projection of the supertitles and two (2) sixteen foot (16') sections of bottom pipe to stretch the title screen, as well as a means to hang to the top screen pipe from the House hang position. The load-in and run crew should include a skilled video projectionist to install, focus, and run the titles via MGDC Production Stage Manager calls during any performances.

In the event that the venue has a house supertitle system, MGDC can forward the supertitle text in advance of the load-in to allow for the titles to be programmed into that system. In the case of a non-English-speaking audience, MGDC will send the titles to Presenter at least thirty (30) days prior the load-in, so that translation of the titles can be completed prior to MGDC technical staff's arrival.

SCENERY, PROPS & COSTUMES

MGDC carries all the scenery, properties, and costumes necessary for proper presentation of the ballets.

OTHERS

A. PERISHABLES

Presenter will provide a supply of 5 pounds (2.3 kilos) of ice per rehearsal and performance in the green room or other common backstage area. The ice will be in an easily accessible cooler for the performers in case of injuries.

B. WATER AND TISSUES

Presenter will provide up to 4 gallons (15.2 liters) of non-chilled water in non-glass containers and an appropriate supply of disposable cups per performance and rehearsal. Tissues must be available to the dancers on Stage Left and Stage Right during performance.

C. HOSPITALITY

Presenter will provide beverages for MGDC members, which may include fruit juices, spring water, hot water for coffee, tea, and hot chocolate as well as disposable cups, for the entire length of the engagement, from company class to end of the performance. Bottled water should be available in the dressing rooms and backstage on both Stage Right and Left during performance. Also appreciated would be snacks such as a large fruit tray (grapes, bananas, apples, oranges, etc.), raw vegetables, sandwiches and cheese and crackers.

D. TRANSLATORS (if in a venue with non-English speaking crew)

Two translators are required, one for artistic staff and one for production staff. Translator for production staff should be well-versed in technical theatre.

E. INCLEMENT WEATHER AT OUTDOOR PERFORMANCES

If MGDC decides that inclement weather such as rain, sleet, hail, snow, electrical storm, high winds, or temperature below 68° (Fahrenheit) or 20° (Celsius) threatens the safety of MGDC, then MGDC may cancel the performance(s) and shall be under no obligation to reschedule the performance(s) or to compensate Presenter for its services and expenses incurred in connection with such performance(s). It shall be the obligation of Presenter, however, to compensate the Center and MGDC in full.

THANK YOU.

Agreed,

BY _____ Date _____
Representative



BY _____

Date

(Local Theater/Production Manager)

ESSENTIAL GRAHAM: CLASSICS FROM THE MARTHA GRAHAM DANCE COMPANY TECHNICAL REQUIREMENTS

2012-2013 Season

The following technical information must be discussed and agreed upon by both the **Martha Graham Dance Center** (MGDC) and the **Presenter** prior to the signing of this rider or the engagement contract. This technical information covers performance conditions only. The Presenter agrees to provide at its sole expense all of the following elements for the engagement.

Amendments to this rider must be approved by both MGDC and Presenter prior to the signing of this or the engagement contract. This is a technical rider and does not constitute the full understanding of the engagement between MGDC and Presenter. In the event that the performance venue is different from Presenter's facility, Presenter assumes responsibility to forward this information to the appropriate theater manager for approval, understanding that Presenter remains fully liable for the assurance that all the following listed conditions are met by the theater manager.

Theater's technical specifications, along with an inventory of theater's lighting and sound equipment must be received Prior to making a decision about programming.

NOTE: The Martha Graham Dance Company works with its presenters to ensure the best possible performance in a variety of venues. The technical requirements outlined in this rider are standard. If your facility does not meet the requirements, please feel free to contact Jane Rosenbaum, Production Manager, at jrosenbaum@marthagraham.org to discuss ways in which the performance can be tailored to your space. Ms. Rosenbaum must first review your theatre's technical specifications and equipment inventory.

PERFORMANCE and REHEARSAL SPACE

A. STAGE REQUIREMENTS

Min proscenium opening:	30' wide x 20' high
Min stage depth:	25' from plaster line to last line set or rear curtain
Crossover space:	at stage level, upstage (not included in "min stage depth") or behind stage
Min height clearance offstage and in wings:	17' unobstructed (5.1m)
Min number of useable line-sets:	25 (includes electrics & all soft goods)
Min grid height:	house soft good should fly out of sight

Should no fly system exist, some means of hanging the show's soft goods, scenery and the changing of color in lighting equipment must be approved by MGDC's Production Manager and provided by Presenter.

The installation of this hanging system must be completed prior to the start of the Company's load-in. **Presenter must provide secure storage space for all Company boxes/cases and/or hampers.**

B. STAGE FLOOR AND DANCE FLOOR

The stage floor must be constructed of wood and sprung to provide flexibility or "give" to meet requirements defined by the American Guild of Musical Artists (AGMA), the dancers' labor union. Presenter shall provide a black linoleum dance floor free of rosin, and enough 2" black gaffer tape to secure the linoleum to the stage floor. Presenter agrees to sweep and mop the dance floor before classes, rehearsals and performances. Presenter shall provide carpeting for placement in the walkways and off-stage areas adjacent to the dance floor. Additional carpeting may be requested depending on the area backstage. Under no circumstances will MGDC dance on a concrete floor or on a wood floor laid directly over concrete.

C. TEMPERATURE

The stage area and dressing rooms must be heated to a minimum of 68° Fahrenheit or 20.0° Celsius and to a maximum of 90° Fahrenheit or 32.2° Celsius. Union regulations of the dancers prohibit performance when the temperature falls outside of the aforementioned temperature range.

D. PREPARING THEATER PRIOR TO LOAD-IN

MGDC does not carry any lighting equipment. Presenter agrees to pre-hang MGDC light plot prior to MGDC load-in. Pre-hang will include hanging and/or installing all lighting equipment, cabling, patching and verifying that all equipment is in good working order prior to the Company's arrival at the venue.

E. SOFTGOODS

MGDC requires Presenter to provide and hang the following soft goods according to the line-set schedule provided by MGDC:

- 5 sets of matching black FLAT legs measuring 25'high x 10'wide min. (7.6m x 3m)
- 5 matching black FLAT borders measuring 10'high x 50' wide min. (3m x 15.2m)
- 1 full stage black sharks-tooth scrim
- 1 full stage white cyclorama
- 1 full stage white bounce hung behind cyc (cyc lighting on floor in between shooting US)
- 1 full stage black FLAT curtain
- Enough pipe to stretch all soft goods.

F. EXCLUSIVE USE

Facilities provided for MGDC use must be secure and kept for exclusive use of MGDC during the engagement including load-in, set up time(s), rehearsal(s) and performance(s). Presenter agrees facilities must be clear of extraneous equipment, staffed appropriately, in good order at time of load-in and maintained in good order throughout the engagement. Also, presenter agrees that an agent/officer of the presenter will be physically present (or immediately reachable by telephone) during the entire period of the engagement.

G. WARDROBE

MGDC requires a fully secured room centrally located to the dressing rooms, with adequate power for two (2) steamers, irons, sewing machine, space heaters, etc. Wardrobe room will be supplied with:

- At least 1 steam iron
- 1 ironing board
- 2 industrial steamers
- 4 sturdy rolling wardrobe racks – each at least 4' in length (1.3 m)
- 50-100 hangers
- 20-30 towels

Laundry

Presenter agrees to provide convenient facilities and personnel to launder MGDC costumes as needed. If a washer and dryer are not available in the wardrobe room, Presenter shall provide round-trip transportation to the laundry facility and any additional personnel, as needed. All such expense incurred in connection herewith shall be borne by Presenter.

Quick Change Booths

A quick-change booth at least four (4) feet by six (6) feet (1.2m x 1.8m) is required for dancers to change in private in the Stage Left and Stage Right wing space. The quick-change booth must have a full-length mirror, small table, chair, gelled running light and a rod for hanging costumes.

Dressing Rooms

MGDC requires dressing room accommodations for 20 women and 10 men. Each dressing room must provide:

- 3' of counter space per performer (1 m)
- 1 chair per performer
- 1 lighted makeup mirror per performer
- costume racks
- excellent lighting
- adequate power for multiple hair dryers, curlers, heaters, etc.
- heating/cooling according to item "C" above
- immediate access to restrooms with hot and cold running water and showers
- a monitor/paging system

H. LOADING AREA

The loading area must be cleared of all vehicles, snow, ice and any other obstructions prior to MGDC's arrival. Presenter will supply adequate personnel and any equipment required to efficiently move any and all equipment, costumes, and/or props necessary for MGDC's performance to the theater. MGDC does not travel with a ramp.

I. PRODUCTION OFFICE

MGDC Management and Production Staff require 1 secure office space (i.e. dressing rooms), as well as access to a photocopy machine. Said space will have one (1) telephone available for local calls and at least two (2) CAT5 Internet connections, or Wireless Internet access. The office should be furnished with six (6) feet (1.8m) of table or counter space and three (3) chairs.

PERSONEL & SCHEDULING

A. LOAD-IN, SET-UP, PERFORMANCE AND LOAD-OUT

- a. Prior to MGDC's arrival the theater will hang, cable and patch all lighting equipment. The theater and stage must be made available to MGDC prior to the first performance for the purpose of unloading and setting up technical equipment; hanging scenery; focusing lighting; inspecting sets and costumes; and rehearsing. Once the Company personnel arrives MGDC requires 10 working hours prior to the first performance for load-in. This usually occurs the day prior to Opening. In addition, up to eight (8) hours of technical work (including technical / dress rehearsal) is required on the day of Opening. This schedule will be finalized by MGDC's Production Manager. The performance usually requires less than four (4) hours of work and the load-out requires a maximum of four (4) hours of work.

If more than one (1) program is being offered, additional technical time will be required. This will be a minimum of four (4) hours on the opening day of Program B, and a maximum of eight (8) hours on the day of Program B, to be decided when the program is known.

B. TECHNICAL CREW

The Presenter agrees to provide and pay for competent and experienced stage labor and wardrobe personnel. Crew may not change during a load-in call, load-out call, or note/work call. Crew members for all performances and rehearsals must be the same throughout the full engagement. The following technical personnel are required for the entire engagement:

LOAD-IN/LOAD-OUT CREW:

RUNNING CREW:

5 Electricians (Incl. Board Op)	3 Electricians (1 Board Op & 2 Deck Electricians)
1 Sound Technician	1 Sound Technician
4 Carpenters (depending on program)	4 Carpenters (depending on program)
1 Fly Rail	1 Fly Rail
2 Property Handlers (if needed)	2 Property Handlers (if needed)
1 Wardrobe Personnel	1 Wardrobe Personnel
1 Video Technician (for Prelude and Revolt)	1 Video Technician (for Prelude and Revolt)
2 Truck Loaders (TBD by program)	2 Truck Loaders (TBD by program)

These personnel requirements are subject to change due to local work rules, the condition of the venue and MGDC repertory and must be confirmed by MGDC Production Manager.

LIGHTING REQUIREMENTS

A. LIGHTING

The MGDC does not carry any lighting equipment. Presenter agrees to pre-hang MGDC light plot prior to MGDC load-in. Pre-hang will include hanging and/or installing all lighting equipment, cabling, patching and verifying that all equipment is in good working order. **Inventory of theater's lighting equipment and the theater's technical specifications must be received, by the MGDC Production Stage Manager, within 120 days of anticipated performance.**

B. LIGHT PLOT

MGDC will provide light plot to presenter in advance of engagement. The light plot is standard and can normally be adapted to fit the circumstances of each theater. Light plot will take into account but not necessarily be limited by equipment inventory.

- a. Plot has as many as 6 over stage electrics (this includes "Cyc Pipe"). Cyc lighting is from the floor only.
- b. Plot FOH positions consist of 1 Box Boom House Right and Left holding up to 6 instruments and using 3 circuits and Balcony Rail or Higher position consisting of up to 20 units and 15 circuits.
- c. Plot also has as many as 4 booms stage right and stage left.
- d. Plot uses as many as 129 focusing units over stage and in booms. In addition, approximately 24 FOH units to be determined hanging positions and throw distance.

Total Inventory (stage and FOH) can include, but may not limited to:

20 Source 4 10 Deg Ellipsoidal 575w (or equivalent)
(OR standard Front of House Units) 10° and 19° choices depend on FOH configuration

4 Source 4 19 Deg Ellipsoidal 575w (or equivalent)
46 Source 4 26 Deg Ellipsoidal 575w (or equivalent)
51 Source 4 36 Deg Ellipsoidal 575w (or equivalent)
8 Source 4 50 Deg Ellipsoidal 575w (or equivalent)
24 Par 64 Medium Flood Lens OR 10 Par 64 MFL 3-Circuit Strip Lights

- e. Plot also includes up to and 3 circuits of Ground Row Lighting. 1000 w T 3 type units preferred.
- f. Plot may use the following accessories provided by the venue / Presenter:
20 Drop In Iris for specified units
- g. If the Lighting Director for MGDC deems the venue's available equipment to be inadequate then the Presenter must rent the required equipment specified by MGDC's Lighting Director.
- h. There will be at least 110 dimmers @ 2.4 KW.

C. COMPUTER LIGHTING BOARD

The Presenter agrees to provide and pay for a computer memory lighting board and a trained and skilled operator for that lighting board. The ETC Obsession is preferred but any of the following ETC lighting boards will accept the Company's lighting cue computer disks:

Depending on the tour schedule, MGDC may provide its ETC Ion Lighting Console.

D. STAGE LADDER or ELECTRIC LIFT

It is mandatory that there be a ladder or electric lift on stage when the MGDC's Production Crew arrives. The ladder must be 30 feet (9.2m) high in order to reach all stage lights so the lights may be gelled and focused.

E. TECH TABLE:

A Tech Table is required in the center of the auditorium for all MGDC technical rehearsals. Tech Table shall be equipped with remote light board monitors, one headset for the lighting supervisor and another for the stage manager, a wireless or wired microphone, and source of light for the Stage Manager and Lighting Supervisor.

F. PERISHABLES:

Presenter shall provide all gel color as specified in the light plot. In the event that MGDC performs more than one program, Presenter shall provide all gel color as specified for each program. Presenter will also provide up to twenty (20) irises as specified in the light plot. Notwithstanding the foregoing, if Presenter is unable to obtain the aforementioned specified gel color, Presenter, may, in consultation with MGDC Production Manager and Lighting Director, make arrangements for MGDC to purchase the gel on behalf of Presenter, provided, however, that Presenter is responsible for any and all costs associated with such purchase. The Company will provide all other gels and gobos.

AUDIO REQUIREMENTS

A. SOUND SYSTEM

The Presenter is expected to provide an adequate sound system. **Inventory of theater's sound equipment and the theater's technical specifications must be received, by the MGDC Production Stage Manager, within 120 days of anticipated performance.**

- a. The **SOUND SYSTEM** supplied should be of sufficient size and power to fill the auditorium or audience area with clarity and without overload. The system should be capable of reproducing symphonic music at an audible level to the outermost seats without distortion or noise.
- b. **PLAYBACK:** MGDC requires two (2) CD players for playback of performance recordings or iPod connection.
- c. **MIXING CONSOLE:** MGDC does not carry a mixing console; therefore, a mixing console with a minimum of six (6) working balanced inputs (line and microphone levels) must be available. Each channel must have sweep-able equalization and a fold back or auxiliary send that can be assigned to send signal to a stage area monitor system. Soundcraft 800B, Yamaha PM1800, or Crest Century GT are all acceptable models.
- d. **AMPLIFIERS AND SPEAKERS:** The audience system should be a full-range, three-way (minimum) loudspeaker system capable of producing 100 decibel Sound Pressure Level (SPL) at the outermost point of the audience area with a dynamic range of 20 HZ to 20,000 HZ. The stage area monitor speaker system should consist of a minimum of four (4) two-way (minimum) speaker cabinets with a dedicated amplifier system capable of producing 100 decibels SPL over the entire stage area with a dynamic range of 20 HZ to 20,000 HZ. The size and placement of the speaker cabinets must be appropriate for use by a dance company.
- e. **A BOOMBOX** with a CD deck and extension cord for rehearsal and company class.

B. HEADSET COMMUNICATION & PAGING SYSTEM

The MGDC requires an eight (8) station Clear Com headset communication system. The house headset

system should be free of all noise or hum and set prior to MGDC's arrival. In addition, the MGDC requires announcement and program capabilities from the MGDC's Stage Manager location to all dressing room areas.

C. MICROPHONES

The MGDC requires a microphone at the tech table for rehearsals and a wireless microphone backstage for possible use in performances. One back-up wireless microphone should also be on hand.

PROJECTION REQUIREMENTS

A. PRELUDE AND REVOLT/Dance is a Weapon/Lamentation Variations

MGDC will provide MGDC Company's Macbook laptop with the image sequence in Keynote and/or PowerPoint.

Presenter should provide a 10K Lumen Projector for front or rear projection onto a manually movable or automated projection screen (an automated screen should allow speed adjustment). The image should fill the screen as fully as possible in a 4:3 aspect ratio. If depth of stage allows for rear projection, MGDC prefers to project onto a full-stage seamless RP screen.

MGDC provides a Macbook with media in Keynote or Qlab. Media is comprised of video and audio. MGDC provides a DVI-connector to connect the Macbook to the projector.

The projector must have the capacity to douse on cue, either internally or externally, to a full blackout.

SCENERY, PROPERTIES AND COSTUMES

MGDC carries all the scenery, properties and costumes necessary for proper presentation of the ballets.

OTHER

A. PERISHABLES

Presenter will provide a supply of 5 pounds (2.3 kilos) of ice per rehearsal/ performance in the green room or other common backstage area. The ice will be in an easily accessible cooler (or other leak-proof container) in case of injuries.

B. WATER AND TISSUES

Presenter will provide 2 bottles of room-temp, uncarbonated water in non-glass containers per company member for each rehearsal and performance. Tissues must be available to dancers on Stage Left and Stage Right during performance.

C. HOSPITALITY

Presenter will provide beverages for MGDC members, which may include fruit juices, spring water, hot water for coffee, tea, and hot chocolate as well as disposable cups, for the entire length of the engagement, class to end of the performance. Bottled water should be available in the dressing rooms and backstage on both stage right and left during performance. Also appreciated would be snacks such as a large fruit tray (grapes, bananas, apples, oranges, etc...), raw vegetables, sandwiches and cheese and crackers.

E. INCLEMENT WEATHER AT OUTDOOR PERFORMANCES

If the MGDC decides that inclement weather such as rain, sleet, hail, snow, electrical storm, high winds, or temperature below 68° (Fahrenheit) or 20° (Celsius) threatens the safety of the MGDC, then the MGDC may cancel the performance(s) and shall be under no obligation to reschedule the performance(s) or to compensate the Presenter for its services and expenses incurred in connection with such performance(s). It shall be the obligation of the Presenter, however, to compensate the Center and MGDC in full.

THANK YOU.

Agreed,

BY _____ Date _____
Representative
Martha Graham Dance Company
Martha Graham Center of Contemporary Dance, Inc.

BY _____ Date _____
(Local Theater/Production Manager)

SAMPLE