

## **General Technical Requirements for the NAI-NI CHEN DANCE COMPANY**

*Revised: December 2004*

It is the intention of the Nai-Ni Chen Dance Company to work with the Presenter to identify items in this contract addendum which cannot be reasonably met, and to mutually agree in writing to such amendments as may be required, provided that the amendments do not fundamentally compromise the artistic quality of the performance nor the safety or the financial well-being of the Company, its dancers and staff.

The Company travels with its own costumes, properties, sets and lighting color media, with the exception of color media for the cyclorama, backdrops, etc. The Presenter must provide the following at its own expense:

### Stage and Floor Requirements

1. PROSCENIUM TYPE STAGE HOUSE (PREFERRED).  
Minimum danceable space (dance area): 30'-0" wide by 25'-0" deep with no obstructions.  
Minimum 4'-0" wide clear wing space on each side of the stage.  
Minimum danceable height: 12'-0".  
Crossover required; backstage crossover preferred.  
Minimum temperature of stage area during rehearsal and performance: 70° F.  
Two cafeteria-type tables for dancers' hand props, one each backstage left and right.  
Two costume racks (or other accommodation) for dancers' costumes, one each backstage left and right.
2. FLOORING REQUIREMENTS: Marley, linoleum or other standard dance floor, preferably black, taped with non-reflective tape. Sub-flooring MUST be constructed of resilient material (i.e. wood; no concrete or tile) and be in good condition (no holes, splinters, etc).
3. MASKING AND SOFT GOOD REQUIREMENTS:  
Main curtain (negotiable).  
Adequate side masking (three to five sets of legs or tabs, preferably black velour).  
Black scrim, black traveler or other upstage blackout drop.  
White or natural cyclorama.  
Ample masking for overstage (borders or teasers) and offstage areas.
4. DRESSING ROOM AND WARDROBE REQUIREMENTS:  
Two large or four small dressing rooms for ten performers.  
Chair, mirror and adequate lighting for each performer, and sufficient racks for costumes.  
Nearby private restroom access, separate from the public.  
Provide one iron, one ironing board, if available, and one heavy-duty steamer.  
Minimum allowable temperature of dressing rooms and surrounding area: 70° F.  
Two to three gallons bottled cold water, fruit juice assortment, and hot water, available to the performers from arrival through performance.

### Sound System Requirements

1. Compact disk player, and back-up deck, appropriately patched into house system..
2. Amplification to the house, and monitors (minimum of two, one on each side) onstage.
3. Program feed and/or intercom system to all dressing room areas.
4. Communication system: Clear-com or comparable hard-wired headset system, with the following stations: stage manager (backstage); light board operator, sound operator. Stage manager must also be able to communicate with the fly rail and the house manager. If an in-house tech table is available, one headset station will be needed for the duration of the tech/dress rehearsal.
5. Public address announce microphone at the stage manager's position with feed to the audience, and capability to switch to stage- and dressing room-only feed, if possible. If a tech table is used, a microphone suitable for addressing dancers onstage is desirable.
6. In the event that the performance includes live musicians, additional requirements for microphones, stands and chairs will be discussed in advance with the presenter.

Lighting System Requirements

1. Please note: The Company will provide a light plot and supporting paperwork that is specific to the theatre upon receipt of detailed technical information and scaled theatre plan and section drawings, as requested under Theatre Specifications. **Typical Requirements are to be used as initial guidelines only.**
2. TYPICAL REQUIREMENTS (*approximately 200 lighting instruments*):  
A sufficient quantity of appropriate lighting instruments (6x9's, 6x12's or Source Four equivalents [preferred], 6" or 8" Fresnels or PAR cans lamped with 1k MFL or WFL type lamps; striplights and/or far cys) to accomplish the following:
  - Two full stage washes from front-of-house. Both front lighting positions and box boom positions will be required.
  - One side-lighting boom per wing, typically three or four per stage side. Minimum four ellipsoidal reflector spotlights on each boom, circuited separately (refer to light plot for circuiting).
  - Four to six overhead electric pipe positions to provide full stage high side lighting, and full stage back light coverage in two colors.
  - Adequate cyclorama lighting with a minimum of three colors (red or green, amber, blue). If floor-mount cyc lighting (ground row, and scenic masking for same) is possible, it will be incorporated into the light plot.
  - Depending on the repertory, nine to twenty additional ellipsoidal reflector spotlights for specials.
  - Note: approximately 100 control channels are used for the light plot (negotiable).

Labor Requirements:

1. THE FOLLOWING IS TO BE ACCOMPLISHED PRIOR TO THE COMPANY'S ARRIVAL AT THE THEATRE:  
Dance floor laid, taped, and swept.  
Light plot hung, cabled, patched and tested.  
Sound system set up and tested.  
Communications system set up and tested.  
Dressing rooms, lavatories, shower and costume areas stocked and cleaned.
2. FOCUS CALL (minimum four hour call; may be extended to one five-hour or two four-hour calls depending on theatre's lighting inventory and location of electric hanging positions). Minimum of four crew members for focus; such crew must be capable and experienced in the focusing of theatrical lighting equipment. Light board operator is required at this call; may be one of four abovementioned crew (negotiable).
3. WARDROBE CALL. One wardrobe person for a minimum four hour call for steaming and ironing as required. This call should be scheduled to start at the time of the company's arrival.
4. TECHNICAL/DRESS REHEARSAL (minimum four hour call, usually day of performance): same crew as show call.
5. SHOW CALL: Light board operator; sound system operator. One flyman to run house curtain (if used) and traveler, if used in conjunction with a cyclorama. Two deck hands for gel changes; one may double as fly operator if so permitted. Light and sound operators MUST be the same crew members as called for the technical/dress rehearsal.
6. STRIKE CALL: Sufficient crew (minimum three) to strike the Company's color from all FOH, overstage and boom positions within the allotted time, usually within one-half hour of final curtain.

Special Considerations for Performances under One Hour (Typically for Young Audiences)

ADDITIONAL REQUIREMENTS:

- One hand-held microphone with sufficient cable to reach from stage manager's position (backstage) to center stage, for use by the dancers.
- One sturdy table, between 18" and 24" in height, suitable for use by the dancers (Lion Dance).

EXCEPTION:

- Duration of technical / dress rehearsal to be scheduled as a **two**-hour minimum call.

Theatre Specifications : to be furnished to Nai-Ni Chen Dance Company

Please provide the following technical information on the theatre at least eight weeks (two months) prior to the Company's arrival. This will ensure the receipt of a lighting plot by the Presenter in a timely fashion.

1. SCALED (1/2"=1'-0" OR 1/4"=1'-0") GROUND PLAN AND SECTION VIEW OF THE STAGE HOUSE, indicating all front-of-house lighting positions (section view), extreme sight lines (section view), stage manager's position and relative location of dressing rooms (plan view).
2. LINE SCHEDULE, indicating position of all overhead rigging positions, whether live or dead-hung, relative to the theatre's plaster line or other fixed demarcation. Information as to each line's exact length and weighting capacity should be included. A SOFT GOODS SCHEDULE, indicating type, color and size of masking elements (legs, borders, tabs) and backdrops (cycloramas, scrims, travelers) must be included. Please indicate what (if any) permanent overhead line assignments will be in force at the time of the Company's residency.
3. ELECTRICS INVENTORY, including dimming and control specifications. Fixture inventory must be complete, accurate, and include wattages of installed lamps. Dimming and control specifications must include, but not be limited to, number and capacity of dimmers, list of any non-working dimmers, and specific manufacture of control system. Please also include an inventory of pipe and bases for the construction of lighting booms.
4. House capacity (audience size).
5. Complete driving directions to the theatre.

In order to fully execute this contract, the Presenter must provide, and the Company must approve, a completed technical questionnaire and theatre drawings as described above. In the event that the Presenter cannot fully meet any of the requirements noted above, the Presenter should contact Nai-Ni Chen Dance Company to discuss written amendments to this agreement.

\_\_\_\_\_  
Nai-Ni Chen Dance Company

\_\_\_\_\_  
Local Presenter (*signature*)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Presenting Organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Presenter's Technical Director's Name/Tel.

**Please note: Presenter should forward a copy of this addendum to the Presenter's Technical Director upon receipt, so that the Technical Director's input can be included in any changes to this addendum.**