



TECHNICAL REQUIREMENTS AND RIDER

INTRODUCTION

The following are minimum standards required for a basic **Northwest Dance Project** production and/or performance. Specific requirements of individual ballets may alter these requirements. No alterations or substitutions can be made to these requirements without the prior approval of the Production Manager or Directors of **Northwest Dance Project**. The COMPANY travels with two technical and three staff members, costumes and recorded music accompaniment (CD and iPod) only.

FEE

The fee for each production will be mutually agreed upon by COMPANY and PRESENTER. This fee will be considered private and confidential. It is fully understood and agreed that no deductions whatsoever are to be taken from the contract price signed upon. The PRESENTER shall pay and hold Northwest Dance Project harmless of and from any and all taxes, fees, dues, and the like relating to the engagement, and sums payable to the COMPANY shall be free of such taxes, fees, dues, and the like.

PAYMENT

Payment must be in U.S. Dollars and drawn on PRESENTER cheque from a U.S. bank account issued in U.S. Dollar funds. Other payment requirements and/or methods such as direct deposit will be mutually agreed upon by COMPANY and PRESENTER. PRESENTERS outside the U.S. may submit payment by bank or wire transfer with COMPANY's prior approval.

ARTISTIC CONTROL

COMPANY shall have sole and exclusive control over the production, presentation and performance of the engagement hereunder including, but not limited to, the details, means and methods of the performance of said engagement and the performances of each participant herein and the persons to be employed by COMPANY for this engagement. PRESENTER shall not attempt to change or eliminate any portion of the text, choreography, music, sound accompaniment, costumes, lighting, stage design or performance of the engagement herein provided, or do anything to derogate or impair COMPANY's rights in any of the foregoing.

COMPANY BILLING

- a. Billing in all advertising and publicity issued or authorized by PRESENTER including but not limited to programs, billboards, signage, publications, and posters shall be as follows: **Northwest Dance Project, Sarah Slipper, Artistic Director.**
- b. Northwest Dance Project's logo, including Sarah Slipper, Artistic Director shall be used in advertisements, publicity and house program whenever possible.
- c. Billings of individual members of Northwest Dance Project in programs, house-boards and elsewhere shall be as Northwest Dance Project directs.

EXCLUSIVITY

PRESENTER agrees that the performances covered by this contract shall not be joint performances. No assisting or other performers shall appear on the same program or bill with COMPANY.

PHOTOGRAPHY, RECORDING AND FILM

PRESENTER agrees that with respect to all performances, rehearsals, residency activities and other activities of COMPANY hereunder, PRESENTER shall not authorize or permit any photographs (still or otherwise) to be taken, or any televising, audio and/or visual recording, or dissemination of such performances, rehearsals or other activities (in whole or in part) in any manner, regardless whether "live" or by means of film, tape or other form of audio and/or visual reproduction, now or hereafter known, without prior written consent from COMPANY.

MERCHANDISING

COMPANY may sell posters, DVDs, clothing, and programs during the engagement, will set prices, and will keep 100% of all sales. The Presenter will provide one 8' table for merchandise sales.

OUTDOOR VENUES

PRESENTER will assure that suitable toilet facilities are provided from the beginning of load - in through the end of load-out. 24-hour security will be provided from the beginning of load-in through the end of load-out. During dancer rehearsal and performance times, "backstage" security will be additionally provided.

TECHNICAL SPECIFICATIONS

In order to facilitate program and scheduling decisions in a timely manner, PRESENTER shall provide **Northwest Dance Project ("COMPANY")** no later than two (2) months prior to the first performance a full and accurate description of its technical specifications including, but not limited to, (i) a scaled ground plan, (ii) a line set schedule, (iii) lighting equipment inventory, (iv) lighting circuit diagram and dimmer specifications

PRESENTER agrees that the theater's Technical Director will contact COMPANY's Production Manager, by email no later than two (2) months prior to the first performance.

PERFORMANCE ACTIVITIES

PRESENTER agrees to confirm performance times, dates and other activities with COMPANY's Executive Director prior to public release or printing of information. It is understood that COMPANY reserves the right to change the program or casting due to injury or illness.

THEATER AND STAGE

COMPANY shall have exclusive, unrestricted access to the theater, stage, dressing rooms, crew and equipment for not less than eighteen (18) hours prior to the first performance. COMPANY requests access to the theater and stage for load-in and set-up for eight (8) hours the day prior to the first performance. The stage shall be entirely cleared and in readiness prior to the arrival of COMPANY. The stage area, wings, and dressing rooms shall be heated (or cooled) to **74° F / 23.3° C**.

The minimum stage area should be thirty-five feet (35') wide (proscenium opening) and thirty feet (30') deep (curtain line to cyc or rear curtain) with the proscenium opening at least sixteen feet (16') high. The stage must be flat and not raked. There must be wing space of at least eight feet (8') on each side of the stage, and a cross over space, on-stage, behind stage, or below.

COMPANY's lighting plot must be accurately hung, circuited and patched prior to the arrival of COMPANY.

The stage floor must be resilient wood. The floor cannot be concrete or wood laid directly over concrete. The surface must be free from splinters, holes, or any other obtrusions. COMPANY

requires that PRESENTER provide a marley dance floor or equivalent standard style dance flooring. The dance floor including Marley must be installed prior to the arrival on the COMPANY tech crew. **COMPANY requires white marley floor for particular repertoire to be provided by PRESENTER.** If PRESENTER is unable to provide a white marley floor, this should be communicated to the COMPANY's Production Manager immediately.

Stage to be swept and mopped one hour before each rehearsal and performance.

Ballet bars or equivalent must be provided for eight to ten (8 - 10) dancers for Company warm-up in the studio and onstage prior to performance.

DRAPERIES

- 1 House (Main Act) Curtain
- 5-6 Sets of Curtain Legs and Borders (black preferred)
- 1 Seamless Cyclorama (white or light blue)
- 1 Black scrim (negotiable)
- 1 Full stage black curtain

All draperies should be hung prior to the arrival of COMPANY.

LIGHTING/ELECTRICAL POSITIONS AND EQUIPMENT

- 5-6 Battens available for hanging the Electrics. Stage electrical floor pockets or equivalent for patching and cabling Side Booms.
Box Booms on House Right and Left for hanging lighting instruments.
Ceiling "cove" and Balcony positions for hanging lighting instruments, "Front-of-house" area for Followspots.
- 140 Dimmers, 2.4K capacity or greater
 - (60) 36 deg Ellipsoidals
 - (40) 26 deg Ellipsoidals
 - (20) 19 deg Ellipsoidals
 - (18) "A" size pattern holders for above. Patterns will be provided by NWDP.
- 48 8" Fresnels or PAR cans
Cyclorama Lighting (far cycs or 8x8 strip lights)
- 8-10 12' Side Booms or Trees
Template holders: 18 "A" size needed
Sufficient gel frames, C-Clamps, sidearms, and cable
- 1 Ladder, scaffold, or cherry picker tall enough to allow safe access for focusing instruments
Console: ETC Express 48/96 or equivalent

COMPANY may require the use of one DF50 hazer or equivalent. If the use of haze or fog effects conflicts with the house fire detection systems this should be communicated to COMPANY's Production manager immediately.

COMPANY's light plot should be accurately hung, circuited, colored, and patched prior to the arrival of COMPANY's tech crew.

SOUND / VIDEO

All sound equipment must be supplied by local presenter

COMPANY requires professional playback equipment as follows:

Two Professional Grade CD Players at mix position.

An amplification system with speakers located at minimum in the front of the house and capable of producing a continuous 110dB at a distance of 100 feet from the stage. Speakers may not block audience view or take up space in the performance area.

At minimum, two (2) backstage monitors with separate volume and 'EQ' controls. COMPANY prefers four (4) monitor speakers, located two (2) on each side of the stage to be placed behind booms 1 and 3.

All electrical power and grounding for the entire sound system must come from a single one-phase source at the main breaker panel, totally isolated from the power for lighting.

All signal connections between mixing position and sound sources and speakers must be balanced and shielded.

An announcement microphone located at the Production Table in the house during all rehearsals. Communication headset system with 6 stations.

All appropriate cables, processing and delay equipment for sound reinforcement in your facility.

Audio amps, P.A. stacks and the FOH desk should be positioned prior to COMPANY's Production Crew's arrival.

Portable stand-alone CD player (boombox) for warm-up.

Paging system to dressing rooms.

Depending on the repertory being presented, a video projector of not less than 5000 lumens may be needed and supplied by presenter. Media and video source to be provided by COMPANY.

Location of the projector can vary and should be discussed in advance with COMPANY's technical representative.

TECHNICAL CREW

6-8 Stagehands (electricians, carpenters, sound, wardrobe) for load in, set up, focus, load out.

Plus

1 Master Electrician

1 Sound Technician

1 Master Carpenter

1-2 Stagehands

1 Wardrobe Technician

for all performances

All personnel must be the same persons for both rehearsals and performances. No Exceptions!

This schedule is based on all electrics being hung, colored and rung out, the floor in place, the sound system in place and all soft goods hung according to the line set schedule prior to COMPANY's production manager arrival.

PRESENTER must designate a Technical Director with decision-making authority, a Master Electrician, as well as someone familiar with the sound system in the facility to be present, responsible to, and accessible for consultation with COMPANY at all crew calls.

CREW HOURS

PRESENTER to provide adequate crew staffing for all times COMPANY is in theatre.

8-10 hours Load-in, Set-Up, Focus

4 hours Set Light Levels (for each different program), set sound levels

4 hours Rehearsal (for each performance)

4 hours Performance call

2 hours Strike and Load-Out

The exact crew and work schedule will be finalized after consultation between COMPANY's and PRESENTER's Technical Directors.

DRESSING AND WARDROBE AREAS

COMPANY will require separate dressing rooms for five (5) men and five (5) women, located no more than one floor from the stage, with lighting, make-up tables, chairs, mirrors, costume racks, and nearby restrooms with lavatories and toilets (that are not for public use) and preferably with showers.

In the same area as the dressing rooms COMPANY requests a Wardrobe Room, with water, lights, and electricity. (May be in hallway or greenroom if no other space is available.) The dressing room area should be clean and set up prior to COMPANY's arrival.

HOSPITALITY

At minimum, bottled water, soda, juice, fruit, yogurt, cheese & crackers (a portion of which must be gluten-free), deli tray with condiments, vegetable tray with dip, bread, bagels/muffins (a portion of

which must be gluten-free) must be provided prior to COMPANY's arrival to the theater on all tech, rehearsal and performance days and/or nights. Non-carbonated bottled water and cups in wings during performance.

HOUSE PROGRAM

The program copy and the credits and logo must be carefully reproduced exactly as supplied by COMPANY approximately three (3) weeks prior to the first performance. Because program copy may not include casting since that information is often not available in time for PRESENTER's print deadlines and because it would be impractical for PRESENTER to provide this information via a microphone announcement, PRESENTER agrees to arrange program inserts listing casting and program changes if necessary.

MARKETING

All photographs supplied by COMPANY to PRESENTER and used to promote COMPANY performances must be clearly credited to COMPANY (Company, dancer, photographer). Any use of these pictures for the general promotion of PRESENTER's season *must be clearly credited to* COMPANY (Company, dancer[s], photographer).

In the event that PRESENTER cannot fully meet any of the requirements noted above, PRESENTER should, prior to acceptance, contact COMPANY's Production Manager, Jeff Forbes, or COMPANY's Manager, Katie Holliday, to discuss written amendments to this Agreement.

PRESENTER'S CONTACT INFORMATION

Please fill out the following information before returning this rider.

Presenter

Name: _____

Address: _____

Phone: _____

Email: _____

Technical Director

Name: _____

Address: _____

Phone: _____

Email: _____

**Northwest Dance Project
PO Box 42488
Portland OR 97242**

**Email: info@nwdanceproject.org
Phone: 503.756.1912
www.nwdanceproject.org**

**Executive Director – Scott Lewis / 503.756.1912
Artistic Director – Sarah Slipper / 503.421.7434
Company Manager – Katie Holliday / 503.421.7434
Production Manager – Jeff Forbes / 503.888.5619**

COMPANY WARRANTS THAT IT DOES NOT CARRY A YELLOW CARD.

Signature of PRESENTER

Scott Lewis, Executive Director

Date

Date