

Public Performance Tech Info Sheet for DuffleBag Theatre



~ IMPORTANT INFORMATION ~

Please read carefully to ensure all requirements are met.

ARRIVAL AND SET-UP

- DuffleBag Theatre will arrive 90-minutes prior to the scheduled performance time.
- All other activities in the performing area must be curtailed during this time. Please make sure that the performing area is ready when they arrive (swept and mopped, clear of other equipment).
- Set-Up time is 15 minutes, plus time for LX and sound check.
- There are 3 cast members for a DuffleBag Theatre performance.

PERFORMANCE SPACE

- DuffleBag Theatre requires a large open performance area with direct access to the audience. If the performance is on an elevated stage, there should be stairs to provide direct access to the audience.
- Where seating flexibility exists, please provide an aisle for access to the audience.
- Audience Members will be brought on stage as part of the performance.
- DuffleBag Theatre performances are approximately 60 minutes. (No intermission.) Latecomers may be seated during the performance.
- Where appropriate, following the performance, DuffleBag Theatre will do a meet and greet with the audience (photo op, autographs)

SOUND REQUIREMENTS

- DuffleBag Theatre provides a USB/CD for playback of pre/post show music and 1 opening cue.
- 1 wireless handheld microphone, for use by the DuffleBag Theatre Narrator

FOR LARGER VENUES where audience capacity/size of hall warrants, please ADD:

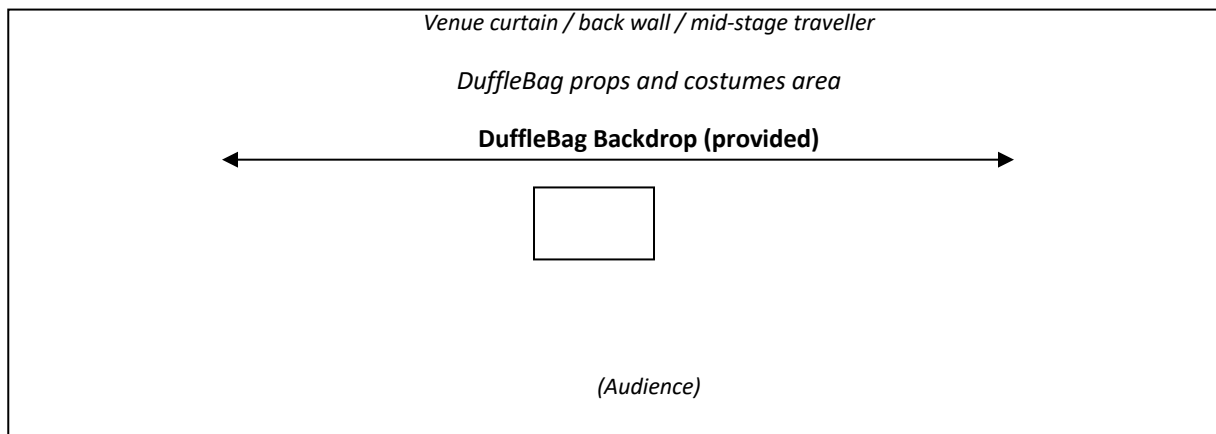
- 3 wireless LAV microphones (over ear headset mics preferred)
- 1 wired mic on a stand, US of DuffleBag backdrop

LIGHTING REQUIREMENTS

- DuffleBag Theatre requires a general “warm” wash of the stage for the performance (or existing lights in a special venue.)
- House lights up during the performance so the audience can be seen from the stage.
- Pre- and Post-show look:
- A “trunk special” on the trunk, upstage centre
- One front of house special for DuffleBag logo gobo (provided, B-size) to be projected on our backdrop
- Curtain warmers and/or breakups if possible.
- (Optional) “Rock & Roll” lighting during the Opening Cue (DuffleBag Theatre theme song)

ON STAGE SET UP

- DuffleBag Theatre brings an adjustable free-standing fabric backdrop (6-12’ high x 12’ wide), placed upstage centre—a minimum of 15’ from the audience. The trunk is placed just in front of the backdrop, upstage centre.
- Please provide one props table upstage of the Backdrop (standard folding table)



STRIKE & LOAD OUT

- DuffleBag Theatre requires 15 minutes to load out following the performance/meet & greet.

PHOTOS AND RECORDING

- NOTE: As a courtesy, DuffleBag Theatre will defer to the existing rules of the venue regarding cameras & recording devices. Otherwise, DuffleBag Theatre is fine with (non-flash) photos being taken during the performance.
- If video facilities exist at the venue, an Archival Recording capture of the performance for DuffleBag Theatre would be most appreciated.

CONTACT INFORMATION

For questions or comments, please contact:

Marcus Lundgren, Artistic Director, (647) 966-0365, dufflebagtheatre@gmail.com

Presenter

Date