



HIGHLANDER AUDITORIUM

TECHNICAL INFORMATION

850 N San Antonio Ave.
Upland, CA 91786
909.985.9462
909.982.2320 fax
www.highlanderauditorium.com

Table of Contents

General Information	Page 3
Management	Page 6
Carpentry	Page 8
Lighting	Page 10
Sound	Page 13
Props	Page 16
Wardrobe	Page 17
House Policies	Page 18

The information contained in this document is designed to provide an accurate overview of the facility and its capabilities, and has been organized according to USITT guidelines. We welcome your comments and suggestions as we strive to make it increasingly comprehensive, accurate, and useful to facility users.

General Information

The Highlander Auditorium:

Bill J. Cox - Auditorium Facilities Manager (bill@highlanderauditorium.com)

Nick Robinson - Production Manager (nick@highlanderauditorium.com)

Scott Peterson - Technical Director (scott@highlanderauditorium.com)

Jessica Lepper - House Manager (jessica@highlanderauditorium.com)

Jamie Brown - Resident Stage Manager (jamie@highlanderauditorium.com)

Office: (909) 985-9462 Fax: (909) 982-2320

Mailing Address: 390 N. Euclid Ave., Upland, CA 91786

Stage Door: 850 N. San Antonio Ave., Upland, CA 91786

TAXI SERVICE

Bell Cab Co. (800) 340-8294

Yellow Cab Co. (909) 622-1313

LIMOUSINE SERVICE

Magic Coach Limousine (909) 941-9151

A Advance Limousine (800) 805-5466, (909) 984-1146

AREA HOTELS

Ontario Airport Marriott, 2200 E. Holt Blvd., Ontario, (909) 975-5000

Double Tree Hotel, 222 N. Vineyard Ave., Ontario, (909) 937-0900

Ramada Inn, 840 S. Indian Hill Blvd., Claremont, (909) 621-4831

Hilton Ontario Airport, 700 N. Haven Ave, Ontario, (909) 980-0400

RESTAURANTS

Applebee's Neighborhood Grill and Bar, 9241 Monte Vista Ave., Montclair,
(909) 624-5555, large menu, full bar

Buca Di Beppo, 505 W. Foothill Blvd., Claremont, (909) 399-3287, family style Italian dining,
full bar

Carrows Family Restaurant, 425 N. Mountain Ave., Upland, (909) 946-2315, coffee shop,
beer/wine.

Chili's Bar and Grill, 10598 Foothill Blvd., Rancho Cucamonga, (909) 948-5955, large menu,
full bar.

Coco's Family Restaurant, 60 W. Foothill Blvd., Upland, (909) 985-9604, coffee shop,
American menu.

Denny's, 825 W. Foothill Blvd., Upland, (909) 981-3345 casual coffee shop, dine in or out, 24
hours.

Golden China, 8851 Central Ave., Montclair, (909) 626-3181, casual Chinese cuisine

Mimi's Café, 370 N. Mountain Ave., Upland, (909) 982-3038, large menu, distinct Creole
influence. Beer/Wine

Olive Garden, 9251 Monte Vista Ave., Montclair, (909) 621-0636, casual Italian dining, full bar.

Outback Steakhouse, 530 N. Mountain Ave., Upland, (909) 931-1050, casual dining, distinct
Australian influence, Full Bar.

Red Lobster, 9345 Monte Vista Ave., Montclair, (909) 621-4807, casual seafood dining, full
bar.

FAST FOOD/DRIVE THROUGH

Jack in the Box, 611 W. Foothill, Upland, (909) 946-9588, 24hr. drive through
Taco Bell, Foothill Blvd., Upland, (909) 981-1494, 24hr. drive through
Burger King, 910 Mountain Ave., Upland, (909) 946-5464, 5am-12am
Del Taco, 1653 W. Foothill Blvd., Upland, (909) 920-3464, 24hr. drive through
El Pollo Loco, 760 E. Foothill Blvd., Upland, (909) 920-9191, 6am-11pm
Carl's Jr., 1602 W. Foothill Blvd., Upland, (909) 949-3069, 6am-12am

HANDICAPPED ACCESS

The Highlander Auditorium will aid and assist all reasonable requests for our disabled guests. Wheelchair access is available at the main entrance of the lobby. Wheelchair seating is located in the rear of the house on either side. Wheelchair accessible parking is located in the primary parking lot, with ramped access to house entrances. Listening aid devices are available for the hearing impaired.

EMERGENCY NUMBERS

ALL EMERGENCIES CALL 911

Upland Police Department, 1499 W. 13th Street, Upland, (909) 982-1331
Upland Fire Department, (909) 931-4180

PARKING

The main lot has 240 spaces, with 6 handicapped spaces. This lot backs up to the Highlander Auditorium. This lot is reserved for student permit parking until 2pm weekdays. The Faculty/Visitor lot, located on 11th Street, has 107 spaces, with 4 handicapped spaces. There are two additional lots across the campus from the Highlander Auditorium with 125 spaces. There is also plenty of street parking available after 3pm on weekdays.

The loading dock and loading zone are on the building side of the main lot. Only trucks shorter than 21 feet long can back-up straight to loading dock, all others must park alongside. Most production vehicles over standard length can remain in the loading zone during the run of the event. Buses and trucks can be parked elsewhere on campus by special arrangements.

DIRECTIONS

The Highlander Auditorium is located in the city of Upland, in Southern California, at the corner of San Antonio and 11th Street. Upland is in the foothills of the San Bernardino Mountains, just north of Ontario.

If eastbound on the 10 freeway, exit Mountain Ave. At the end of the off ramp, turn left and proceed north four miles on Mountain Ave to 11th Street. Turn right onto 11th Street and proceed east one mile to San Antonio Ave. Turn left onto San Antonio, and then turn right into the first driveway of the main lot. The Highlander Auditorium is the largest building that sits on the main lot.

If westbound on the 10 freeway, exit Mountain Ave. At the end of the off ramp, turn right and proceed north four miles on Mountain Ave to 11th Street. Turn right onto 11th Street and proceed east one mile to San Antonio Ave. Turn left onto San Antonio, and then turn right into the first driveway of the main lot. The Highlander Auditorium is the largest building that sits on the main lot.

DIRECTIONS cont.

If eastbound on the 210 freeway, exit Mountain Ave. At the end of the off ramp, turn left and proceed south six miles on Mountain Ave to Foothill Blvd. Turn Left onto Foothill Blvd and proceed east one mile to San Antonio Ave. Turn right onto San Antonio, and then turn left into the third driveway of the main lot. The Highlander Auditorium is the largest building that sits on the main lot.

If westbound on the 210 freeway, exit Mountain Ave. At the end of the off ramp, turn right and proceed south six miles on Mountain Ave to Foothill Blvd. Turn Left onto Foothill Blvd and proceed east one mile to San Antonio Ave. Turn right onto San Antonio, and then turn left into the third driveway of the main lot. The Highlander Auditorium is the largest building that sits on the main lot.

TIME ZONE

The Highlander Auditorium is located in the Pacific Standard Time Zone (eight hours after Greenwich).

Notes:

MANAGEMENT

PRODUCTION ROOM

Green Room located at the north end of the lobby with its own exterior entrance. Phone available for calls placed to other rooms with in the facility and local calls. A TV and VCR permanently installed.

OFFICES

No space is permanently assigned for touring artists and managers to occupy during events; however, staff are cooperative with sharing facilities as required. Phone service is local only; long distance must be arranged with production manager in advance.

GREEN ROOM

There is a small room used as a green room space or meeting room located off of the lobby. There are no kitchen facilities in this room. The room can be used as additional dressing room space and has a make-up counter and mirrors.

FIRST AID

Standard industrial kit available from stage manager or any member of the production crew.

STAGE MANAGER'S CONSOLE

Located down stage right near dressing rooms. The console has a desk space, several drawers, and lighting. Audio and video monitors are available at this location. A four-channel communication station permanently installed. Paging system broken into four selectable zones. Zone 1 - Male dressing room, Female dressing room, Production Office, Box Office, EER, Shop, Cage, Green Room, Show Control; Zone 2 - SL Wing, SR Wing; Zone 3 - Music wing room #1, Music wing room #2, and Dance studio; Zone 4 - Stage

REHEARSAL ROOM

No rooms available as a part of the facility. Adjacent music and dance wing house assorted spaces. Contact production manager for further information.

CREWS

Full time general manager (Bill J. Cox), part time production manager (Nick Robinson), part time technical director (Scott Peterson). Technical crews are hourly and scheduled by the production manager. Ushers and house managers are hourly and also scheduled by the production manager. The Highlander Auditorium is a non-union house, but many of the staff are IATSE Local 504 or Local 33 members.

HANDICAPPED ACCESS

(See "General Information" for patron accommodation information)

There is an outside ramp on the South side of the auditorium, which provides access to the stage level, dressing rooms, and production office. There is no wheelchair access to Show Control or the Front of House Audio position.

POLICIES

1. Contact Production Manager for specific policy documents. Following information in all publications sponsored by the Highlander Auditorium.
2. California State law prohibits smoking anywhere within any public building
3. No smoking, eating, or drinking is permitted inside the auditorium at any time. If food or beverage service is required, The Highlander Auditorium holds first right refusal and arrangements must be made in advance at least 72 hours. Contact the production manager for arrangements.
4. Only authorized personnel are allowed on the main stage and backstage before, during, and after a performance.
5. Cameras, recording devices, and video cameras are NOT allowed in the theatre.
6. Flash photography is STRICTLY forbidden. (If requested by the performing company, this policy can be adjusted).
7. Alcohol is not permitted
8. No company or performance personnel may be in the seating area of the auditorium in rehearsal clothing, costume, or make-up when the house is open, except as an integral part of the performance or presentation at the actual time it is presented.
9. Standard policy for opening the front of the house to the public is no less than 30 minutes and no more than 45 minutes prior to the performance. In cases of emergency or special circumstances, the opening of the front of the house may be held for a maximum of 15 minutes. The Highlander Auditorium reserves such a decision. Prior to opening the house, the appropriate representative (stage manager or company manager) of the performing company shall be so notified by the staff member of The Highlander Auditorium responsible for the front of the house operations.

CONCESSIONS

The Highlander Auditorium has first refusal rights for all patron food and beverage service. Contact the production manager for further information. Remember food and drinks are not allowed in the auditorium. Other concession items, including but not limited to, show programs, merchandise, novelties, and flowers, may be permitted to be sold only with advance approval from the production manager in writing attached to your contract.

LOAD-IN AREA

Shipping Address: 850 N. San Antonio, Upland, CA, 91786

Located on the main parking lot side of the auditorium, 10'x10' rolling door (into shop), 10'x10' (from shop to stage). Loading doors are offset by 4', shop and stage floor is 2' above parking lot grade.

Notes:

CARPENTRY

SEATING

1073 seats, 2 wheelchair accessible sections. For seating chart: See Attachment

STAGE DIMENSIONS

Proscenium

50' wide, 20' high, 30' deep (from proscenium to back wall), with a 15' apron.

Wing Space

SR Wing: 20' wide x 30' deep x 20' high clear space, additional 10' wide x 7' high, under loft.

SL Wing: 30' wide x 30' deep x 20' high clear space (from stage to wall)

Grid Height (note, grid is 1 ½" sched. 40 steel pipe. FIXED GRID!!)

19'6" from stage floor to electrics, 20' from stage floor to back drop pipe, 22'6" from stage floor to border pipes, 24'6" from stage floor to ceiling.

Orchestra Pit

Carpeted floor between edge of stage and 1st row of seats, 50' wide x 10' deep, house floor

Stage Height

4' above auditorium house floor

STAGE FLOOR

The stage floor is flat MDF lumber. The floor is painted in Raw Umber. Drywall screws and Stage screws are acceptable. No traps.

HOUSE DRAPERIES

Main Valance: Dark Green Velour, 100% fullness, (17'6" from stage to bottom of valance)

Main Curtain: Manual Draw, operator lines SR, Dark Green Velour, 100% fullness, 2'6"

Legs: 3 pairs, Black Duvetyne, 12' wide x 22'6" high, 75% fullness, 10'6", 16'0", 22'6"

Midstage Traveler: Black Duvetyne, 70' wide x 22'6" high, 16'6", draws at 14'0"

Upstage Traveler: Black Duvetyne, 70' wide x 22'6" high, 28'6", draws at 25'0"

Cyclorama: No soft cyc. A 50' wide x 24' 6" high, plaster, sky blue color is used

Soft goods are in fixed positions. Legs will track on/off 10'

Movie Screen: 25' wide x 15' high, white, (with black mask at top)

(Controllable from stage or booth; approx 45 seconds to descend/ascend fully)

Sliding Hard Portals: SR and SL, each 5' wide x 18' high, covered w/Black Duvetyne

SUPPORT AREAS

Crossover: None, use of shop behind cyc commonly used.

Access: No direct access from stage to house, show control, or lobby. Dressing rooms are off stage right on stage level and in the music wing off stage left seven stairs up.

Shop Area: 10' wide x 100' long, equipment for basic woodworking for house staff, used as a crossover during performances, also loading area and storage.

Ladders: 1 - Genie personal lift, 24' platform height.

1 - Genie Scissor Lift, 24' platform height.

Assortment of commercial ladders to be used by house personnel

Storage: No large secured storage available. Secure storage for small items may be available. See the Production Manager for details and arrangement.

Actors Alcoves: allow performers to enter on apron in front of Main Curtain from backstage, (with masking curtains)

Running Light: Low-level lighting used in wings and crossover during shows.

Local Suppliers: A wide variety of theatrical suppliers are located in Los Angeles and Hollywood, about 35 miles west of the Highlander Auditorium. Last minute theatrical supplies are not available locally. See production manager for specific needs. Standard hardware items are available at:

Home Depot, 250 South Mountain, Upland, CA 91786, (909) 949-4119

Lowes, 1659 West Foothill Blvd., Upland, CA 91786, (909) 982-4795

Notes: There is no indoor access from the stage to auditorium house except through the proscenium arch.

LIGHTING and POWER

Power

2 @ 400 amp 3-phase company switches (cam-lok and lugs) on downstage right wall Located 25 feet from the proscenium.

2 @ 20 amp utility circuits on each side of the stage

1 @ 100 amp 3-phase camlock panel on stage right wall. Located 25 feet from proscenium. Fed from the Audio Power Isolated Ground Panel)

2 @ 20 amp isolated ground circuits on Stage Right

4 @ 20 amp isolated ground circuits across front of apron (floor pockets)

Portable Power Distro

Custom 100 amp 120/208 single phase Portable Distro Panel available - Provides 4 - 20 amp duplex Edison outlets, 4 - 20 amp stage pin, 4 - 20 amp old style twist lock, 4 - 30 amp new style twist, and bare lugs. Has a 50' cable.

Dimmers

378 Dimmers:

372 ETC Sensor dimmers @ 2.4k each.

6 ETC Sensor dimmers @ 6.0k each (Permanent House and Work Lights)

Control

ETC Expression 3 with two LCD monitors, and alpha keyboard.

Flying Pig Systems Hog 1000 with LCD monitor, trackball, alpha keyboard.

Unison Architectural control system

(1) LCD station, located in Show Control

(1) LCD station, located in Stage Manager Console SR Wing

(1) ETC Microvision FX

(3) ETC I5M DMX opto splitters

(1) ETC 2x1 DMX Merge Unit.

We have a custom DMX Network. We have four locations for control, and two universes of DMX possible. There are 9 DMX outputs throughout the facility, and any can be assigned to either DMX universe. Control can be from Show Control, Stage Right, House Sound Position, of Downstage Center of the apron. The DMX outputs are located: two in the Ante Proscenium, 2 Upstage and 2 Downstage in the grid, 1 offstage right, and 1 offstage left at the Proscenium, and 1 Upstage right on the deck.

Unison can control any of the conventional dimmers, including House and Work lights.

Circuits

336 - 20 amp stage pin circuits. Dimmer per Circuit.

1-32	Anti-Proscenium (Cove position)
33-44	Proscenium Catwalk (1 st Electric)
45-56	Mid-Stage Raceway (4 th Electric)
57-68	Upstage Raceway
69-80	Floor Pockets (DSL, USL, USR, DSR)
81-84	HR, HL Alcoves (married)
85-90	House and Work Lights
91-114	2 nd Electric Raceways
115-138	3 rd Electric Raceways
139-162	5 th Electric Raceways
163-186	6 th Electric Raceways (cyc position)
187-198	2 nd house position (60 ft DS of Proscenium)
199-222	1 st house position (35 ft DS of Proscenium)
223-246	FX truss position (10 ft DS of proscenium)
247-252	Stage Left Light Ladder A
253-258	Stage Left Light Ladder B
259-264	Stage Left Light Ladder C
265-270	Stage Left Light Ladder D
271-276	Stage Right Light Ladder A
277-282	Stage Right Light Ladder B
283-288	Stage Right Light Ladder C
289-294	Stage Right Light Ladder D
295-300	Down Stage Left wall box
301-306	Up Stage Left wall box
307-312	Up Stage Right wall box
313-318	Down Stage Right wall box
319-324	House Right Light Ladder
325-330	House Right Light Ladder
331-366	Spares - no circuits installed at this time.
367-370	House Baffle Lights (decorative)
371-372	HL / HR Non Dim Circuits
373-378	Stage Wing Running Lights

Inventory

- 10 - 26 degree ETC Source 4's @ 575w
- 12 - 36 degree ETC Source 4's @ 575w
- 24 - 26 degree ETC Source 4 Jr.'s @ 575w
- 30 - Source 4 Par w/full lens kit
- 4 - Selecon 1k Zoom
- 74 - 6x9 Altman 360Q's @ 500 to 750w
- 32 - 6x12 Altman 360Q's @ 750w
- 18 - 6x16 Altman 360Q's @ 750w
- 6 - Altman 20 to 50 degree Zooms @ 1k
- 48 - Altman PAR 56 NSP/MFL @ 500w
- 28 - Altman PAR 64 NSP/WFL @ 1k
- 24 - Altman 3.5x6 Lekos @ 500w
- 10 - 4.5x6 Lekos @ 500w
- 8 - 3 circuit Far CYC @ 1500w
- 6 - 3 circuit PAR 56 Strip Lights (15 MFL @ 300w ea)
- 6 - 3 circuit PAR 56 Strip Lights (12 MFL @ 500w ea)
- 24 - 6" Altman Fresnels @ 500w
- 24 - 8" Altman Fresnels @ 1k
- 2 - GAM Twin Spin Gobo Rotators
- 4 - 80w Fluorescent Double Tube Black light fixtures
- 1 - Altman 1k Black light (w/roadcase)
- 2 - 18" Mirrorballs w/rotators
- 2 - Diversatronics Source 4 strobe cannon end caps
- 4 - High End AF100 Dataflash
- 6 - High End Techno Beams
- 3 - Martin Roboscan 812
- 6 - Rotating Beacons (Red, Blue, Amber)
- 2 - Lycian Super Arc 400 HTI Follow Spots
- 1 - Lycian Midget Hp HTI 575

Effects

- 1 - Rosco 4500 Smoke Machine
- 4 - Jem Magnum Pro 2000 Smoke Machines
- 1 - MDG Atmosphere Co2 Hazer
- 1 - Rosco Chiller Unit
- 4 - Rosco I-pro image projector
- 1 - Le Maitre 6/24 Pyroflash console
- 4 - Le Maitre Pyroflash single cartridge pods

SOUND

Sound Reinforcement

Soundcraft Europa 40 channel, 8 Buss, 8 VCA, 12 Aux, 8 Matrix Sound Console
Soundcraft Venue II Theatre 32 Channel, 8 buss, 6 Aux, 4 Matrix, Sound Console
Soundcraft Spirit 24ch Portable Console
Soundcraft Delta 8 Channel Side Cart Sound Console w/Console Logic
2 - Samson SM8 Portable Mixers (8ch)

Playback

1 - 360 Systems Instant Replay Hard Disk Record / Playback Unit
1 - Panasonic SLV-3700 DAT Deck
1 - Tascam MKIII Cassette Deck
2 - Tascam MKII Cassette Decks
2 - Tascam CD Players
1 - Tascam CC-222 CD/Tape Combo deck
1 - Tascam CDA-500 CD / Tape Combo deck
1 - Techniques CD Player
2 - Tascam CC-222 MK III CD/Tape decks
1 - TEAC 4track 1/2" Reel to Reel Tape Recorder
1 - Techniques Turntable

Effects / Dynamics

1 - StudioQuad Effects Unit
1 - Yamaha SPX 900
1 - Presonus ACP-88 8 Channel Compressor / Limiter / Gate
8 - Symetrix Expander / Compressor / Limiters
8 - JBL Compressor/Limiters

System Patchbay

6 Bittree 48 Point ¼" Patchbays

Patchable Inputs

Microphone Inputs 1-16 Stage Right
Microphone Inputs 33-40 Stage Right
Microphone Inputs 17-32 Stage Left
Microphone Inputs 1-32 in Apron Floor Pockets
Microphone Inputs 8 Above Stage Apron on FX Pipe
Microphone Inputs 8 Above Stage in Grid
-All UHF Wireless Microphones are Patchable
-Group, Aux, and Matrix Outputs From Venue Console and Europa Console
Are Patchable
XLR Tie Lines A-H To Stage Right and Left
XLR Return Lines S-Z To Stage Right

House Signal Processing

- 3 - BSS Soundwebb 9088 Unit
- 1 - BSS LCD Remote
- Graphic Eq's Insertable At FOH Console
- SIA Smaart Live v.5
- Sound Devices USBpre
- EarthWorks M30 Measurement Microphone

House Amplifiers

- 1 QSC CX 702
- 1 QSC CX 1102
- 1 JBL 6260
- 7 JBL 6290
- 2 QSC MPX 600
- 4 Crown CTS 2000
- 1 JBL MPX 300

House Speaker System

- Custom JBL Center 2-way Cluster w/ 2 Dual -15" Cabinets and 4 Horns
- 2 Custom PTBC / JBL-Loaded Dual-18" Sub Cabinets
- 2 Dual-12" Full range JBL Architectural Cabinets (Stereo / FX)
- 8 JBL 15" Full Range Cinema Surround Speakers (4 ch)

Monitor Speakers

- 2 Powered Drive Lines to Stage (Wedges)
- 2 2ch @ 600w monitor amp rigs w/ compressor and EQ
- 4 15" JBL Cabaret Wedges
- 2 12" JBL MR822 Full Range
- 2 10" JBL Eon Powered Speakers
- 2 JBL-Loaded Dual 15" Full Range Cabinets
- 2 JBL TR-225 Dual 15" Full Range Speakers
- 2 JBL SR Series Single 15" Full Range Cabinets
- 1 Flown Center Stage Foldback Monitor JBL 15" Architectural Full Range

Microphones

- 1 - SM 57
- 7 - Beta 57
- 9 - Beta 58
- 4 - Beta 98
- 1 - Beta 91
- 2 - AT10a
- 2 - AT25
- 1 - AT35
- 1 - AT41a
- 2 - AT41he
- 5 - AT63
- 4 - AT63he
- 5 - AT89r
- 6 - AT853
- 4 - AT871

Microphones (cont.)

- 5 - AT873
- 5 - AT33r
- 1 - AT33a
- 1 - AT857QMa
- 2 - AT857QMLa1
- 4 - AT915QMRx
- 4 - AT4041
- 2 - AT4073
- 4 - AT PRO4L
- 1 - C-ducer Piano Pickup system

Wireless Microphones

- 12 - Shure ULX P4 UHF Receivers
 - 12 Beltpacks w/ 6 E6 ear worn elements, and 6 Countryman B3 lavaliers
 - 4 Shure ULX P4 UHF Handheld Transmitters w/ Beta 58 Capsules
- 5 - Audio Technica UHF 99 Channel Transmitters
 - 5 Beltpacks w/ Countryman Lavaliers
 - 2 Handhelds w/ AT Capsules
 - 2 XLR Cube Transmitters

Miscellaneous Wireless Microphone Elements

- 1- Samson Guitar Cable
- 12- AT Capsule Lavaliers
- 1- Shure Headworn Mic
- 1 - Samson Headworn Mic

Support Equipment

- 4 - Table stands
- 12 - AKG and K&M Boom stands
- 14 - Ultimate Straight stands
- Assorted 25', and 50' XLR Mic Cables
- Assorted 25', 50', 75', and 100' 1/4" Speaker Cables
- Mic Snakes:
 - 1 - 24ch w/ 4 XLR Returns @ 150'
 - 1 - 16ch @ 100'
 - 1 - 8ch w/ 2 1/4" Speaker Outputs @ 50'
 - 1 - 8ch @ 50'
 - 3 - 6ch @ 25'
 - 1 - 6ch @ 50'
 - 1 - 8ch Micro Mass Cable

Audio Power

- 100A 3phase Camlock Panel Stage Right
- Custom Distro Panel
- Edison, 20A Twist, 30A Twist, Stage Pin
- 4 - 20A Edison in floor pockets along apron
- NOTE: this power is on an Isolated Ground

PROPS

Orchestra Pit: Area in front of stage is used as pit. Pit is floor level with the house. Pit area is 11' wide (at narrowest point) x 80' long.

Pianos:

1 - 6' Baldwin grand, gloss black finish

1 - Wurlitzer upright rehearsal piano, wood finish

House piano tuner does all tuning; contact production manager to make arrangements if necessary.

Chairs: 100+ Wenger musician chairs, (Black seats, and chrome frame)

Stands: 100+ Wenger music stands (Black, Manhasset type)

Stand Lights: 40 Universal Klip lights

Acoustic Shell: 14 - Wenger acoustic shell, eggshell finish, contact production manager for available configurations.

Choral Risers: 10 - Wenger three step interlocking risers. Easily accommodates 16 performers per section of riser.

Platforms: 20 total, Wenger, 4'x8', 4 @ 8" high, 4 @ 16" high, 3 @ 24" high, 9 @ adjustable heights 8", 16", or 24"

Dance Floor: Harlequin marley floor reversible black to white. 5 rolls each 6' wide x 60' long.

Lecterns: 1 - Closed on three sides, storage shelf, dual mic inputs, reading lights,

Flags: 1 American on 7' pole

Tables: 14 standard folding banquet tables, 6 @ 8' long, 4 @ 6' long, 4 @ 5' long. If more tables are needed please contact production manager prior to event.

Notes:

WARDROBE

Dressing rooms: Two dressing rooms (male and female) are located on stage right at the stage level. Each is equipped with lights, mirrors, counters, sinks, clothing racks, and a restroom. Dressing room A (female) can accommodate 20 performers; Dressing room B (male) can accommodate 15 performers. Larger rooms are available adjacent to the auditorium which are close to restroom facilities and can accommodate up to 30 to 60 performers.

All dressing rooms are equipped with show paging and video monitors of the stage.

Wardrobe area: None specifically assigned.

Wardrobe racks: 4 @ 5' long, full length garments.

Notes: Standard Household iron available.

HOUSE POLICIES

1. No smoking is allowed within the auditorium house, foyer, or backstage areas.
2. No company or performance personnel may be in the seating area of the auditorium in rehearsal clothing, costume, or make-up when the house is open, except as an integral part of the performance or presentation at the actual time it is presented.
3. Standard policy for opening the front of the house to the public is no less than 30 minutes and no more than 45 minutes prior to the performance. In cases of emergency or special circumstances, the opening of the front of the house may be held for a maximum of 15 minutes. The Highlander Auditorium reserves such a decision. Prior to opening the house, the appropriate representative (stage manager or company manager) of the performing company shall be so notified by the staff member of The Highlander Auditorium responsible for the front of the house operations.
4. We enforce a very strict "no breaking curtain" rule. Meaning, before and after the performance we do not allow any member of the house to cross onto stage via the apron stairs to enter backstage. Also, we do not allow any member of the performing company to enter the house via the apron stairs. We will not be able to open the curtain after the performance has finished, until the house is entirely empty of our guests.
5. No visitors are permitted backstage. Only performers and the staff of the performing company are allowed.
6. Food and Drink are not permitted anywhere within the facility at any time. Bottled water can be allowed with prior arrangement.
7. If food or beverage service is required, The Highlander Auditorium holds first right refusal and arrangements must be made in advance at least 72 hours. Contact the production manager for arrangements.
8. Flash photography is STRICTLY forbidden. (If requested by the performing company, this policy can be adjusted).
9. Alcohol is not permitted
10. Concession arrangements must be made prior to event with the production manager
11. The side doors in the house are emergency exits only, and will not be used as an entrance or exit at any time.
12. Vehicles are not permitted on campus. If loading or unloading is necessary, arrangements to get an on campus vehicle permit must be made with production manager.
13. Helium Balloons are not permitted in the facility at any time. Decorative balloons must be approved in advance.
14. Every guest must have a seat, no matter what age. On ticketed events every guest must have a ticket, no matter what age. NO EXEPTIONS
15. There will be no obstructions to the aisles at any time. (i.e. strollers, infant carriers)
16. Unless the event is assigned seating, all events are first come first served basis. There will be no reserved seating by the patrons permitted.
17. Ticket sales will only be sold utilizing the provided box office.
18. The Highlander Auditorium Staff will not accept cash or monies for the performance company, for tickets or concessions.
19. The Highlander Auditorium House Manager is completely responsible for the operations of the lobby. The House Manager will be the only person to decide when to open the house and will be responsible for enforcing all current policies. The House Manger may make decisions at their discretion.

Notes: