



Contact: Chris Swanson
Outreach and Sales Manager

sales@lctonstage.org
859-254-4546 ext. 223

GENERAL NOTES

We are a self-contained Touring Company consisting of three to four actors who tour with the capability to perform two different productions: one for primary audiences, and one for intermediate audiences. The purpose of this Technical Rider is to acquaint you, the "Presenter," with the specific technical requirements and other needs of the Company during their appearance in your venue. The Company will be as flexible and accommodating as possible so long as all technical limitations of the Presenter's facility are communicated in advance of the day of the performance(s).

Thank you for your help in coordinating this visit! If you have any questions or concerns, please contact our booking manager, Chris, via the contact information above.

STAGE/PLAYING AREA

Both shows require a level playing space that is at least 24'W by 24'D by 12'H (not including wing space). The space should be clear of all debris and any furniture items. We provide our own scenery which fits in the dimensions listed above. The Presenter should provide the Company with a digital copy of the venue's ground plan at least one week before load-in so we can plan the best configuration for the space.

LOAD-IN

The Company will arrive in a large van (Mercedes Sprinter) and will require a place to park near the door through which they will enter. The vehicle must be permitted to remain parked at the venue (though not necessarily right at the door) throughout the day. The Presenter is responsible for obtaining any necessary parking permits prior to Company's arrival.

Our scenery is built to fit through a standard door frame, but using a larger loading door is always appreciated. The Company will require a clear path from the door in which they enter to the performance space. The approach to the loading area must be clear of vehicles, debris, etc., permitting direct and unimpeded approach for the Company's vehicle.

WARDROBE AND DRESSING ROOMS

LCT provides all necessary costume items. We require at least two clean, secure dressing rooms for our troupe that are lockable. The Company must have uninterrupted access to dressing rooms throughout the duration of their stay at the venue.

LIGHTING

The Company does not carry lighting equipment. A general wash with face light already present in the space is sufficient. The Company requires access to a standard 110V wall outlet. They will provide enough extension cables to reach an outlet within 50 feet.

SOUND

All sound is either created on stage by the actors or, when underscoring is used, controlled on stage by the actors from electronic devices built into the set or props. For smaller venues, the Company will provide wireless speakers that are linked to those devices. For larger venues (typically 400 seats or more), we highly recommend that the Company utilize the Presenter's system for coverage in the auditorium. We use a bluetooth device to work with our portable sound system.

If Presenter wishes to use microphones for the actors (generally advised for venues over 400 audience members), Presenter must provide wireless microphones and an operator unless otherwise arranged with LCT in advance.

CREW REQUIREMENTS

The Company does not travel with additional crew members other than the actors. We require that the Presenter designate one Technical Director with decision-making authority to be present, responsible to, and accessible for consultation with the Company at all crew calls. The Technical Director will also work with our Troupe to facilitate the best setup for the venue. Additional crew help with load-in and strike is appreciated but not necessary. Please provide the Company with contact information for your Technical Director and/or any other staff who will be on site.

SCHEDULE

Load-in normally takes about one hour, each performance lasts approximately 60 minutes, changeover between the different shows takes about one hour, and strike normally takes about one hour and will begin immediately following the final performance (or immediately following the final Q&A or meet-and-greet session if Presenter has scheduled one).

HOSPITALITY

If the Presenter is providing hotel accommodations for the Company (this will be designated in the Presenter's contract), we require that the hotel be less than a 30-minute drive away from the venue location. The Presenter should provide details of the hotel stay (including location and confirmation numbers) to the Company at least two weeks prior to the scheduled performance.

The provision of snacks or meals for the Company by the Presenter while they are on site is very much appreciated but not necessary.

HOUSE MANAGEMENT

The Presenter must provide all Front of House and Box Office staff for the performance(s). The actors will be available to greet patrons or assist in seating school groups before the performance(s) if desired.

The use of programs is at the discretion of the Presenter. If programs are used, they must include billing for the LCT actors, creative team, and crew. A list of required information will be provided upon request.

Front of House can coordinate with the Company for pre-show music if desired. The Company travels with a pre-show track that lasts for 45 minutes.

Pre-show curtain speeches may be done by either a staff member for the venue or by the actors. The Presenter should let the Company know which is preferred and what the Company's cue is to begin either the curtain speech or the show.

After each performance, the Company will require an official audience count from the Presenter for their records. Please give this information to the actors before they depart.