



TECHNICAL INFORMATION 2024 v2

THEATRE

TECHNICAL DEPARTMENT CONTACT

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STAGE

The proscenium arch is 6.3m wide, the forestage is 11.5m wide. The depth of the performance space is 4.5m proscenium to back wall plus the forestage at 2.9m. The SL wing is 2m wide and SR is 2.5m wide, both are 4.6m deep.

The proscenium arch is 3.2m high. Over the forestage, the ceiling is 10m high. Clearance in the wings is 3.5m.

The stage is flat and the surface is varnished hardwood (dark brown, not black). There is no screwing or fixing to the stage floor allowed.

We have 8 stage weights.

We have a black dance floor available for dance performances. Dance floor will not be laid before your arrival unless agreed in advance so please factor this into your schedule. It will need to be swept and rolled as part of the get-out.

There is a small 'pit' area in front of the stage 8.5m x 1.8m. Please note this is only 0.19m lower than the front row of audience so does impact the sightlines and audio experience of the first few rows. Use of the pit should have been agreed at the time of booking as it usually means rows A and B are not sold.

There are 272 permanent seats in the auditorium. For some shows it may be possible to add an extra row of 14 at the front – this should be discussed at the time of booking.

If access is needed from the stage into the auditorium, a step can be added SL and SR.

We have red house tabs that are operated from stage level DSL which can be flown or swagged. These are not removable.

There is a curtained doorway DSL and DSR which allow entrances directly onto the forestage.

Please send a detailed schedule for your visit. The auditorium may be used by the theatre for other activities outside of your get-in and show call times so if you need to hold any rehearsals etc. please discuss with us.

UNLOADING & PARKING

Unloading is from Barnfield Road and means stopping on double yellow lines and carrying equipment across a public pavement. Therefore, you will need to make sure that your vehicle is attended throughout and is moved as soon as loading/unloading is complete.

Get-in is through double fire exit doors 1.2m wide x 2m high, into the auditorium. The double doors are next to the stage, with two steps up to stage level.

Exeter Northcott Theatre does not accept any liability for parking tickets.

The Barnfield is a city centre venue with a very small parking area to the rear of the building. If you need parking for your van (or other tour vehicle) please contact us in advance to see if it is possible, both in terms of availability and size of vehicle. We will not be able to provide parking for commuting company members, but there are plenty of car parks nearby and public transport links.

UNLOADING: What3Words: ///Foam.Calls.Flops

The nearest available carpark is Magdalen Road. What3Words: ///Drips.Fields.Fields

FLYING

Bar	Out Dead	SWL
Hemp 1	Fixed house header	
Counterweight 1	Fixed Tabs (on track)	
LX 1 (winch)	7m	70kg
Hemp 2	8m	50kg
Hemp 3	7.6m	50kg
Hemp 4	7.2m	50kg
LX 2 (winch)	7m	70kg
Hemp 5	6.8m	50kg
Hemp 6	6.2m	50kg
Hemp 7	5.6m	50kg
LX 3	Fixed 3.8m	70kg

The preferred working height for LX 1 and LX 2 is 3.8m.

MASKING

There are 3 sets of soft legs permanently rigged each side of the performance area. The back wall is covered with a full black, but can be removed to reveal white flattage that can be used as a cyc or projection surface.

There are 2 borders which are usually used to mask the lighting bars.

The two doorways DSL and DSR are both covered by a black curtain.

LIGHTING

We have a fixed rig (please see separate plan). Fixtures may not be moved, but can be refocussed or recoloured. If it is essential to derig any of these fixtures, then reinstating them will be considered part of the get-out. Please discuss this with us in advance – it will not be possible to negotiate this on the day.

We have a small stock of cut gel that can be used free of charge. Please note you may be charged if we need to cut gel from a sheet or order in specific colours.

Our lighting desk is ETC Ion. House lighting is from 4 x 2-cell LED floods which can be controlled by the lighting desk.

There are 48 ways of dimming (ETC Smartracks) covering the bridge, and LX bars over stage. Plus a 6 channel Beta Pack on the control room platform. However, please note channels 30 and 31 are faulty and not currently in use.

It may be possible to add your toured fixtures to the fixed rig, but please get in touch to discuss in advance so we can make sure this is taken into account in the schedule and SWLs are adhered to.

We have two universes:

Universe 1 is reserved for 24 Dimmers, for generic lantern dimming. An Additional 6 dimmers are available upon prior request. Please note we cannot add anything to this universe as it is hardwired into the dimmers.

Universe 2 is reserved for Intelligent Fixtures. Intelligent fixtures are on Universe 2:

- S4WRD Tungsten addresses: **1, 2, 3, 4, 5, 6**
- S4WRD COLOR I addresses: **7, 13, 19, 25, 31, 37**
- Chauvet H6 USB (6Chn) addresses: **201, 211, 221, 231, 241, 251, 261**
- Martin Mac Aura [extended] (25Chn) address: **401**
- Elumen8 Alu Hex Par 64 (9Chn) addresses: **101, 111, 121, 131, 141, 151, 161, 171, 181, 191**
- House Lights (1chn) addresses: **505 & 507, 511, 512**

The perch positions are not currently in use for safety reasons.

We have four tank traps and poles available.

POWER

- 1 x 32 amp Sound Power DSL
- 1 x 32 amp Fly Floor SL
- 1 x 16 amp FOH Bridge (powering house lights and projector)
- 1 x 13 amp 2 gang SR
- 1 x 13 amp 2 gang DRS (in front of the pros)
- 2 x 13 amp 2 gang on the forestage (for use in the pit)

SOUND

The PA consists of 2 x Yamaha DBR15 speakers.

Please note the PA is suitable for vocal and playback amplification. Any performance needing louder and sustained SPL should consider hiring or bringing additional PA.

We have a Yamaha LS9 32 channel sound desk updated to version 1.35.

Tie Lines:

- 3 send to SL
- 1 send to fly floor
- 12 sends to SR
- 6 returns from SR

The Barnfield Theatre does not have radio mics or a license. If you are touring radio mics please get in touch in advance as we may be able to 'loan' the Northcott Theatre license, otherwise you will need to provide your own.

The control room is open fronted, central and at the rear of the auditorium. We do not have an auditorium mixing position as position as standard. This can be achieved, but will usually result in a charge to the visiting company and **must be agreed in advance in the contract**. If a request is made after the contract has been issued, we will do our best to accommodate but cannot guarantee it. **IT IS NOT POSSIBLE TO REMOVE THE SEATS.**

PROJECTION

There is a Christie LX700 Beamer projector permanently rigged under the bridge with VGA to the control room, suitable for front projection around the area of the proscenium. We also

have a Optoma EH412ST 4000 lumens short-throw projector which can be placed on stage for either front or rear projection, controlled by HDMI to either wing.

The screen is a freestanding 3.66m x 2.74m fast-fold that can be used for front or rear projection.

SPECIAL EFFECTS

Please provide details and risk assessments for any special effects included in the performance at least 6 weeks in advance. This includes, but is not limited to: smoking on stage, use of smoke/haze, pyrotechnics, child performers, animals in performances, weapons and imitation fire arms.

STORAGE

We do not have storage for items such as flight cases anywhere other than on stage.

If you need to have any deliveries made before your get-in day, please discuss this with us before you make arrangements. We will do our best to accommodate them, but we may not have space to receive equipment in advance. As standard, we expect all equipment to be removed during your get-out. If you need anything to be collected after that point you must arrange this with us in advance.

WARDROBE FACILITIES

We do not have a specific wardrobe room, but there is a washing machine in the kitchen which you are welcome to use. Please bear in mind this is shared with the Clifford Room.

Iron and ironing board are also available on request.

DRESSING ROOMS

You will be assigned dressing rooms based on the company info you have given us and other activities in the building at the same time.

- Dressing Room 1 capacity for 8 people
- Dressing Room 2 & 3 capacity for 12 people each
- Room 4 is a flexible space suitable as a dressing room for 8 people or could be used as band room, crew room, wardrobe etc.

The Southernhay Room may also be used as additional dressing room space for companies of over 40 people, but this must be reserved at the time of booking.

There are no showers.

Unfortunately, we do not currently have accessible dressing room or toilet facilities backstage. If you have any concerns or questions about accessibility, please contact us and we will do our best to help.

COMMS

We do not have a prompt desk, but it is possible to make backstage calls from DSR.

Show relay is available with speakers in the dressing rooms. We do not have a video relay.

Cans are installed as standard at the LX desk and DSR. They can also be added SL, at the sound desk and on the fly floor.

We do not have cue lights.

STAFFING/H&S

There will be at least one technician on duty during your get-in, performances and get-out. The Duty Technician's role is primarily about safety so they cannot operate lighting/sound for the performance or undertake stage/flys cues (except for house tabs). If you need an operator or crew, this needs to be agreed in advance and may incur an extra charge.

The get-out needs to be completed within the time given on the deal memo, otherwise extra charges will be incurred.

Our standard call for technical staff is 1.5 hours before the first performance of the day, but if your show needs a different schedule please get in touch.

The minimum call for any technician is 3.5 hours.

Any technician hours over what is in the contract will be recharged to the visiting company.

A member of the Northcott & Barnfield Technical Team will give an H&S talk at the start of the get-in. All visiting crew must attend this and will be asked to sign an attendance register. We will also give an H&S briefing to all performers (including musicians) before rehearsals or performances begin. Please liaise with the tech team to arrange a suitable time for this to take place.

All members of visiting company must sign-in and out at stage door. Our stage door is not staffed so please supply a list of visiting company members in advance.

Animals are not permitted backstage or on stage except for registered assistance animals. Please inform us in advance.

If the Duty Technician deems any equipment or scenery to be unsafe, they are authorised to take it out of use.

Audience areas, including emergency exit routes, must be kept clear of equipment and any other obstacles or hazards.

Please get in touch with us at least 6 weeks in advance to discuss your technical requirements, including staffing. **All visiting companies need to submit a risk assessment.**

Alcohol Policy

At the Exeter Northcott Theatre and Barnfield Theatre we believe that the safety of the cast, crew, staff and audiences is best served by keeping a 'dry' house. This means that we have the following expectations:

ENT staff will not consume alcohol while working – this includes all staff who are undertaking a role in the management of the building or the operation of an event.

ENT staff who are present in a professional but 'social' capacity may consume alcohol but only to the extent that they are not obviously intoxicated.

Vising companies are expected to abide by the rule of no alcohol before or during a performance for anyone involved in the running of the performance namely performers (including musicians) and crew.

If a performance requires the consumption of alcohol, a specific risk assessment must be provided by the visiting company alongside other technical information.

Alcohol will not be provided as part of a visiting company rider.

If requested, the bar can be kept open for an agreed and reasonable period after the show.

If a post-show discussion is scheduled, water will be provided on stage during the discussion and drinks may be made available for the panel in the bar afterwards.

Alcohol bought elsewhere cannot be consumed in the front of house areas.

Alcohol may be consumed in the green room and dressing rooms after the show and once members of the cast and crew have finished working. However, we still expect our staff and building to be treated with respect and if ENT staff are not able to lock up the building 30 mins after the end of the show, the additional time will be charged to the visiting company.