

STAGE

What are the (approximate) dimensions? _____ x _____

Do you have a blank stage diagram images?

What's the height to the electricals?

Where are Entrances and Exits to the stage?

Wings? Legs?

Main Curtain?

Power for musicians?

LIGHTING

Lighting Instruments (ERS, Fresnels, Pars, Smart Lights, Strip Lights)

Locations of Instruments (Electricals, Trees, Cyc)

Standard Plot / Adjustable (if the latter, is there a ladder)?

Any Specials / Gobos?

Spot Rental(s) - Test, Options

What Console?

Save backup?

SOUND

What and where are the speakers located?

Is there a subwoofer?

What is the console?

How many input channels?

XLR jack locations?

Any recommendations regarding sound?

BACKSTAGE

Dressing rooms?

Green Room?

Bathrooms?

HOUSE

Are the seats numbered?

Where is ADA?

Where are additional folding chairs?

Do they use or recommend a ticketing company?

Food or Drinks allowed in the theater?

Bathrooms?

LOBBY

What are the (approximate) dimensions? _____ x _____

What is the capacity?

May we sell concessions and merchandise?

Are there tables and chairs available?

May we serve wine to legal age adults?

GENERAL

Hours of use?

Who lets in/locks up?

Custodial? Extra toilet paper, paper towels, soap location/access?

AC?

Does the theater come with insurance or do we need to have our own?
If so, how much?

Can we use our own support staff, including:

1. Crew
2. Lights & Sound
3. Box Office
4. Concessions

What marketing options are associated with the theater and do they have any specific recommendations for the area?