



Production Information

Theatre One

199 Chambers Street Room S115K
New York, NY 10007

212-220-1459 (press number 3) – BMCC Tribeca PAC Administrative Office

212-346-8552 – BMCC Tribeca PAC Technical Department Office

212-220-1459 (press number 5) – BMCC Tribeca PAC House Management Office

212-732-2482 – BMCC Tribeca PAC FAX

www.tribecapac.org

(updated February 2015)

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General Information

Building Entrance:

The main entrance for Tribeca Performing Arts Center is on Chambers Street between West Street (West Side Highway) and Greenwich Street. This is the main entrance and second floor of Borough of Manhattan Community College. Walk up the main ramp and inside the lobby glass doors. A member of the college's public safety department can direct you to Tribeca Performing Arts Center's administrative office, located one floor down and in room S115K. Please have a government issued photo I.D. available for our public safety officers at the door.

Ticketing Services

Ticketing Services is located inside the main lobby of Borough of Manhattan Community College. As you walk inside the main lobby glass doors, Ticketing Services is located to your right. Please note the posted hours. Ticketing Services hours are also available on our website www.tribecapac.org

Theatre Entrance:

One of the main audience entrances for Theatre One is on Chambers Street between West Street (West Side Highway) and Greenwich Street. This is the main entrance for Borough of Manhattan Community College. Walk up the main ramp and inside the lobby glass doors. If you need access to the theatre for barrier free accessible seating, please contact Ticketing Services at 212-220-1460. They can inform you of the best entrance for your arrival at the performing arts center.

Theatre One Loading Dock: (pre-arranged load in times only)

The loading dock for Theatre One is located at 190 West Street (West Side Highway.)

This is located just north of the white pedestrian bridge and is on the corner of Chambers Street and West Street. If the door is locked and you have arrived at your scheduled load in time, please ring the bell. A member of the theatre staff will meet you. Vehicles must leave the loading dock and be parked after load in and before setup. **Special Note: The loading dock is not at standard truck height.**

Barrier Free Access:

Wheel chair / disability seating positions are located in both upper and lower areas of Theatre One and are accessible from the main entrance. Wheel chair access is also available to the stage but the Technical Office needs this information in advance. Also, inform both Ticketing Services and the House Managers of any special seating needs you may have.

Policies and Procedures

Alcohol Policy:

Borough of Manhattan Community College and BMCC Tribeca Performing Arts Center have a dry campus policy in regards to all forms of alcohol. This policy applies to all areas of the theatre complex, including the dressing rooms and backstage. If you have questions regarding this policy please email our house and tech departments at house@tribecapac.org and tech@tribecapac.org

Assistive Listening Devices:

Theatre One has assistive listening devices available. Please direct your audience members to a House Manager or a Ticketing Services staff person prior to the start of the performance for use of the system. A photo ID, such as a driver's license, will be required as a deposit for the equipment.

Cameras and Tripods:

Please note that due to fire code regulations regarding places of public assembly, you will not be permitted to setup equipment in the aisles of the theatre, behind the seating area, or in the row in front of the stage. Our house staff will gladly block off unsold seats to accommodate your photography and videography needs. Please contact the house managers at house@tribecapac.org and CC the technical staff at tech@tribecapac.org

Event Provided Sound Engineers:

If you have your own engineer to mix your event, because of how Tribeca PAC's sound systems are setup, your engineer will be completely responsible for the live mix and any event recordings of your production. We will provide a TPAC audio technician to assist and answer any questions your engineer might have, but ultimately your event's audio needs will be the sole responsibility of your sound engineer.

Fire Effects / Candles / Smoking onstage:

Fire effects of any kind, including the smoking of a cigarette onstage, must have special permission granted by Tribeca Performing Arts Center, Borough of Manhattan Community College, and the Fire Department of the City of New York. Extra time and permit costs must be planned for these types of effects. Smoking is strictly forbidden by City University of New York Policies anywhere on the grounds of the theatre complex or college. If your production involves smoking onstage please contact the tech department at tech@tribecapac.org. If your event requires candles we suggest that you look at flameless LED candles as an alternative.

Food and Drink:

There is no eating or drinking permitted within the audience area of the theatre. Bottled water is allowed in the theatre.

Flame Proof Certification:

YOU MUST PROVIDE A VALID CERTIFICATE OF FLAMEPROOFING FOR SCENERY, DROPS, BANNERS, AND DRAPERIES. NO UNFLAMEPROOFED MATERIALS WILL BE ALLOWED INSIDE THE BUILDING. MATERIALS MAY NOT BE FLAME-PROOFED OR TREATED AT THE PERFORMING ARTS CENTER. We prefer you send us your documentation a minimum of two weeks in advance of your load in date. If you have questions please email the technical department at Tech@tribecapac.org

The Certificate must include the following:

- 1. Be written in English and have a number and expiration date*
- 2. A signature of a Notary Public or licensed flame proofing company*

Helium Balloons:

Helium Balloons are not permitted onstage, backstage or in the audience seating area.

Internet Access:

All internet access is provided by BMCC's computer department via a wired Ethernet or wireless WIFI connection. If internet access is crucial to the success of your event, we strongly advise that you opt to have a BMCC computer center technician assigned to your event. Should issues with the internet connection arise on the day of your event and a BMCC computer technician is not included with your event contract, Tribeca PAC cannot guarantee that a computer technician will be available to troubleshoot and resolve the issues. All internet services may incur an additional cost for setup and technician fees. **A request for wired internet access must be submitted no later than one month prior to the date of your event. If this is not possible, we cannot guarantee that internet access will be available on the day of your event. Because of network security concerns, the BMCC computer center department does not allow outside events to connect WiFi routers to the college's network or internet connection.** A member of the Tribeca PAC staff will be able to give you access to the Wifi for up to 50 persons on your arrival

Keys:

The crew has access to a ring of keys to unlock all rooms within the theatre. Keys are not distributed to the visiting company at any time

Ladders, Lifts, and Catwalks:

Due to insurance regulations only BMCC Tribeca PAC staff can use ladders, lifts, and work in the catwalks.

Load In Procedures:

If you are bringing scenery, drops, or rigging into the space you must provide us with a detailed plan of how you intend to support, secure, or hang such items. We will not allow any installations that we believe to be unsafe. **During certain times of load in, the TPAC supervisor may require that the stage be completely cleared by all members of your company for safety. If this policy is not followed, it may become necessary to stop load in until the technical department supervisor feels it is safe to continue the load in process.** Drilling, stapling, gluing and nailing into the stage floor or walls of the theatre is strictly prohibited. If you must install new rigging points for your set, you will be held responsible for the restoring of any flame proofing materials removed in the install. The technical director will advise you on these policies and may require you to hire a professional rigging company at times to be present during the load in and production process.

Merchandise sales

All merchandise must be approved by the Tribeca PAC merchandise manager. Tribeca PAC provides staff and handles all cash and credit card transactions. Merchandise sales are contracted separately; Tribeca PAC inventories, conducts sales, provides reports, and issues payment within three weeks of the completion of your event. There is a 25% commission on this service but there is not a charge for the staff. Please email the merchandise manager at Merchandise@tribecapac.org

Multi Track Recordings:

TPAC's multi track recording system consists of Avid FWx audio interfaces, Apple IMAC computers, and Pro Tools 10 recording software. These recordings setups can only record a total of 32 channels. If you anticipate that your recording needs will exceed 32 channels of input you will need to rent a different multi-track recording system from an outside vendor. We are happy to provide you with the contact information for local businesses that can rent you the equipment you require. A separate waiver may be required along with your contract for all multi-track recordings.

Smoke Machines and Haze Machines:

Smoke Machines and Hazers are not allowed due to the sensitive nature of the fire detection/suppression systems installed in the theatres. Dry Ice Fog and Dry Ice Fog machines are allowed. At no time shall the fire detection/suppression system be disabled to allow for a smoke machine or hazer

Smoking Policy:

Smoking is strictly forbidden by City University of New York Policies anywhere on the grounds of the theatre complex or college.

Table and Chair setups:

Advance notice is required for all table and chair setups. Please note that our staff are also the only ones allowed to setup and move tables.

Theatre access time:

Your access time to the theatre is the time printed within your facility use agreement and / or contracted use of the space. No one shall be allowed within the theatre without a staff person present from BMCC Tribeca Performing Arts Center. This includes the audience area, stage, dressing rooms, backstage, and lobby areas.

Two Weeks before your show loads in:

At minimum of two weeks before your show arrives at BMCC Tribeca PAC, you must provide the technical department office with a complete list of any and all items that you are planning on bringing in. This includes, but is not limited to, any scenery, soft goods, props, road cases, costumes, lighting or sound equipment, special effects, raw materials, musical instruments, live animals, large items intended for areas other than the stage, and any merchandise materials. This list should be confirmed a minimum of two weeks before the date of your event with changes being brought to the Technical Director's attention as soon as possible. Lists may be emailed to Tech@tribecapac.org

Vehicle Parking:

Tribeca PAC does not have on-site vehicle parking. There are several parking garages in the neighborhood that will accept cars and other small vehicles, but unfortunately all of the lots that can accommodate large trucks and large vans are not located within walking distance of our venue. A list of parking garages is available by emailing the technical department at tech@tribecapac.org. We can also assist you with information on how to permit traffic lanes around the performing arts center

CREW POLICIES AND INFORMATION

Addition of time to original contract:

If the need for more time arises and the crew and space are available, then BMCC Tribeca PAC will not refuse reasonable requests for additional time. Crew hours that are requested after the original contract may be billed at an overtime rate. In the event that you need to add time to a schedule, or increase the number of crew persons on the schedule, be aware this will only be possible if the following conditions are in place

- The technical director or crew supervisor is made aware of the request in advance
- The crew and the theatre is available
- The college and college staff are available
- Your producer has approved and paid for the additional Tribeca and BMCC cost directly to the Operations Director

Call Cancellation and time change requests:

We do not allow changes or cancellations to the crew schedule or the number of crew assigned to a production within one week (business days Monday – Friday only) of your scheduled contract in the space.

Crew Representation:

Crew members are non-union. Many crew members are skilled in more than one area of production and may be on more than one type of work during the course of the day.

Crew responsibilities:

The theatre's crew runs the shows. During your show, their responsibilities go beyond the duties that they are assigned for your show, because they monitor the space as well. The crew's call is not over when your show is finished, they are required to stay until all audience and performers have left the theatre and its equipment has been restored to its original repertory state.

Equipment use and operation:

BMCC Tribeca Performing Arts Center equipment, such as but not limited to, follow spots, lighting and audio consoles, LCD projectors & media equipment, the fly system, and draperies are normally only operated by Tribeca personnel. If you have your own technician or engineer who you want to operate performing arts center equipment, please discuss this with the technical department by emailing us at tech@tribecapac.org. In all cases Tribeca PAC crew members will be assigned to assist and provide answers to any questions your technician may have.

Schedule of meal breaks:

Your schedule needs to be designed to provide a one hour walk away break for crew members every 5 hours. In the event that a crew member is required to work for longer than five hours without a full break, he / she will be compensated with an extra hour of pay. This extra hour will be billed to your producer and may be at an overtime rate. **During the meal break all work stops for the duration of the break and in most cases the theatre must be completely empty.**

Time over and beyond original contracted time:

When arranging your schedule in the space, be aware that BMCC Tribeca Staff cannot guarantee additional services beyond your original contracted time. You should plan for contingencies of a show running later than planned or other factors that may delay your day in the space. BMCC Tribeca Performing Arts Center crew members are freelance technicians who may not be available to continue to work past the originally scheduled call time.

SHIPPING AND DELIVERY INFORMATION

Items arriving with the production should arrive at the start of your contracted time in the theatre to the loading dock located at 190 West Street. This dock is by appointment only and cannot accept delivery via USPS, FEDEX, UPS, or DHL.

Items that are being shipped to the center via a shipping company must be delivered a minimum of 72 hours before the start of your contracted time in the theatre. The shipping and receiving department is open Monday – Friday between 9am and 4pm only. If items arrive after that time they cannot be accessed for your event. Weekend event items should be shipped so that all shipments arrive no later than 4pm on the Thursday before the event. **You must inform the performing arts center staff of all items being shipped prior to the shipment so we may provide you the appropriate department you are shipping to.**

Items being shipped must have the approval of the producer or contract holder as there may be additional charges associated to collecting the items from the shipping & receiving department.

If you have questions regarding shipments please call 212-220-1459 for further information .

Theatre Mailing Address:

BMCC Tribeca Performing Arts Center
199 Chambers Street
Suite S115K
New York, New York 10007
(212)-220-1459

BMCC Tribeca PAC Operations Staff

Operations Director

Carol Cleveland
212-220-1459 (press number 3)
CCleveland@bmcc.cuny.edu

Technical Director

Mark Goodloe
212- 220-1461
MGoodloe@tribecapac.org
tech@tribecapac.org

Ticketing Services Manager

Gina Molina
212-220-1460
Ticketing@tribecapac.org

Senior House Manager

Charles Davis
212-220-1459 (press number 5)
house@tribecapac.org

Operations Associate

Rokia Shearin
212-220-1459 (press number 3)
RShearin@tribecapac.org

Associate Technical Director

Nick Pauly
212-346-8552
NPauly@tribecapac.org
tech@tribecapac.org

Associate Ticketing Services Manager

Joan Anderson
212-220-1460
Ticketing@tribecapac.org

House Management Office

James E. Riddick, Jr.
212-220-1459 (press number 5)
house@tribecapac.org

PLEASE NOTE: The administrative office 212-220-1459 (press number 3) is open Monday through Friday from 9:00am to 6:00pm. Telephone messages left at that number after 6:00pm are not received until the next business day. Messages left Friday evening will be received the following Monday.

Messages concerning load in details or technical information should be left on the Technical office direct line at 212-346-8552.

OTHER HELPFUL NUMBERS

Borough of Manhattan Community College

Main Number

212-220-8000 – automated system. Press number Five (5) for the Tribeca Performing Arts Center.

MBJ Food Services (catering)

Richard Halem

212-587-3330

RHalem@bmcc.cuny.edu

Public Safety

212-220-8075

New York City Fire Department – (special effects and open flame permits)

(Before calling the NYCFD you must make the Technical Director aware of the use of any type of open flame)

Emergencies:

Security (College / Theatre)	212-220-8080	BMCC Public Safety
Fire Department	911	Engine 7, Ladder 1 - 100 Duane Street
Police Department	911	First Precinct
Hospital	212-312-5110	New York Downtown Hospital 170 William Street NY, NY 10038
Urgent Care / Walk In Clinic	212-962-6600	Emergency Medical Care 200 Chambers Street NY, NY 10007

Parking

Parking is not provided at Borough of Manhattan Community College or BMCC Tribeca Performing Arts Center. There are several convenient parking locations within one or two blocks of the center for cars. There is no truck parking in the immediate area. The only known location as of 8/1/12 for truck or large van parking is in Harlem. Please double check rates and closing hours which are clearly posted as you enter the garage. There are no discounts available at this time for patrons using the performing arts center, or their audience members.

ICON Patriot Parking – cars only

42 Harrison Street
Open 24 hours
Rates Posted

Greenwich Street Parking LLC – cars only

561-565 Greenwich Street
Open 24 hours
Rates Posted

ICON Patriot Parking – cars only

35 Harrison Street
Open 24 hours
Rates Posted

ICON Patriot Parking – cars only

374 Greenwich Street
Open 24 hours
Rates Posted

Wooster Parking – small vans / small trucks

6 Wooster Street
Hours Posted
Rates Posted

East End Parking – Large Vans and Trucks

227 East 125th Street
Open 24 hours
Rates Posted
Please plan on 1 hour travel time back to Tribeca

Parking Lot Websites

ICON Parking – www.iconparkingsystems.com

East End Parking – www.nytruckparking.com

Wooster Parking – www.woosterparking.com

In addition to the above listed parking facilities, there is limited street and meter parking around the area. Please pay close attention to all signage if you plan on parking your car or truck on the street. Most areas have very specific hours for when you can park legally. Note that NYC has a system of alternate side of the street parking.

Note: You do not want to have your vehicle towed. It is a remarkably expensive experience.

BMCC Tribeca PAC and Borough of Manhattan Community College are not responsible for any parking violations you may receive while at the theatre.

Special requests for street permitting / parking in the Tribeca neighborhood should be directed to the Street Activities Permit Office (SAPO). Online applications are preferred. You may visit the SAPO website - <http://www.nyc.gov/html/cecm/html/office/office.shtml>.

A free account will need to be completed in order to E-Apply for a permit.

The SAPO office is located at 100 Gold Street, 2nd floor, New York, NY 10038. Ph: 212-788-7567

NYC Taxi Cabs: as of 11/1/14 - rates are subject to change

Cabs can be hailed from the street. Look for the white on duty light on top of the cab. Taxi rates are labeled on the door of the cab. A meter is mounted on the front dash of the car. You may request a printed receipt. Most cabs are equipped with credit card readers, and you may use your credit / debit card whenever service is available. Tipping is customary.

Normal Rates.

Base Fare:	\$3.00
Additional Fare:	\$0.40 per 1/5 mile
Stopped or Slow Traffic	\$0.40 per 60 seconds
Weekday Peak Surcharge 4pm – 8pm	\$1.00 additional upon entry to the cab
Night Surcharge 8pm – 6am	\$0.50 additional upon entry to the cab

NYC Subway:

BMCC Tribeca Performing Arts Center is conveniently located just blocks from several subway lines. The MTA NYC Subway system costs approx \$2.50 per ride. Metrocard vending machines are located at each subway station and are available from a single ride card to an unlimited daily, weekly, or monthly pass. New metrocards cost \$1.00 plus any additional fare charges. A Single ride card is \$2.75

- Red Line 1, 2, 3 to Chambers Street Stop – walk 2 blocks west on Chambers Street
- Blue Line A or C to Chambers Street Stop – walk 3 blocks west on Chambers Street
- Green Line 4, 5, 6 to Brooklyn Bridge Stop – walk 6 blocks west on Chambers Street

Service on subways is subject to change – you can visit www.hopstop.com or call the MTA information hotline at 718-330-1234 to double check scheduled service

NYC Bus Service

- M1 to Chambers Street - walk west on Chambers Street
- M6 to Chambers Street - walk west on Chambers Street
- M10 to Chambers Street - walk west on Chambers Street
- M22 (Crosstown on Chambers) – walk west on Chambers Street

NY Waterway Ferry Service

- From Hoboken NJ (North and South) - take the World Financial Center Ferry – Walk North to Chambers Street
- From Weehawken / Port Imperial – take the World Financial Center Ferry – Walk North to Chambers Street
- From Colgate – take the World Financial Center Ferry – Walk North to Chambers Street

STATEN ISLAND Ferry Service

Take the Staten Island Ferry to South Street. Change to the Subway Red Line Number 1 Service going uptown. Take subway to Chambers Street, walk 2 blocks west on Chambers Street

Load – In

Loading Dock – The Theatre One loading dock is located at 190 West Street (West Side Highway). This is just north of Chambers Street. The loading dock will not accommodate a large semi-truck, it will accommodate box trucks under 24ft in length including the truck cab. If you are touring with a semi truck, arrangements can be made to accommodate this. **It is essential that you have two large ramps for the truck.** One will be used to ramp down from the truck bed to the street, the other will be used to ramp up into the loading dock from the street. Load-In times will be scheduled within your contracted use of the space. The loading dock cannot be used to park trucks or vehicles. There is no overnight parking allowed at the loading dock.

Dimensions of Bay: from street: 18'
Curb cut width: 20'
Height of Dock from sidewalk: 3' 2"
Loading Dock Lift: 6'(w) x 3'2"(lowered) x 8'4" (raised)
Please note the dock lift does not go to street level

Dimensions of Loading Door: 10' 10" (h) x 9' 9" (w)

Dimensions of Theatre Dock Door: 7' 11" (h) x 5' 11" (w)

Load-In of Front of House Equipment - In some instances it will be easier to load in equipment going to the front of house positions in theatre one by using the BMCC / Tribeca PAC elevators. Equipment must be loaded in at the West Street Gate entrance. The West Street Gate entrance is located just north of the Theatre One Loading Dock and is available by appointment only. The elevators are the only means of elevator travel to the upper house section of theatre one. Please contact the technical director if you feel you may need to use this as a load in location. You must have a Tribeca PAC staff member with you while using the elevators within the college. During peak hours of class time and events within the college, it is a good idea to allow extra time if planning to use these elevators.

Dimensions of Elevators: 5'3"(w) x 8'3"(h) x 6'9" (depth)

There is no freight elevator at BMCC / Tribeca Performing Arts Center

Carpentry

Seating Capacity:

Seating: 913

Wheel Chair/Disability Seating: 14

Stage Dimensions:

Proscenium:	46' - Width 18' 11" - Height
Height:	23' - Stage Deck to Fly Rail Out Position
Stage Depth:	32' 7" - Stage Depth from Plaster Line to CYC 42' 3" - Stage Depth from Apron Edge to CYC 12' 3" - Stage Depth from Apron Edge to Grand Drape 21' - Stage Depth from Plaster Line to U.S. Traveler (lightable area)
Apron Depth:	9' 8" at centerline
Orchestra Pit:	38' 8" x 6' 6" Maximum Depth Below Stage Level 6'
Stage From House Floor:	3' 5"

Trim Dimensions: All Electrics are "dead hung"

1 st Electric:	19' 1"
2 nd Electric:	18' 10"
3 rd Electric:	19' 6"
4 th Electric:	19' 6"
5 th Electric:	19' 6"
6 th Electric:	20'
7 th Electric:	22'

Repertory Soft Good Dimensions: All soft goods are "dead hung"

Grand Drape Open:	39'
1 st Legs:	36'
2 nd Legs	36'
3 rd Legs	32'
U.S. Traveler Open:	27' 6"

Stage Floor:

Surface: Black Painted Masonite. Northern White Pine Single Sprung over cement.

- ⌘ **No nailing, screwing, gluing, or stapling allowed.**
- ⌘ **Approved Tapes: Gaffers, Spike, Marley and Glow Tape**
- ⌘ **No Rosin Permitted**
- ⌘ **No products such as slip no more allowed**
- ⌘ **No soda/water combinations for mopping allowed**

Dance Floor: Rosco Black Marley Dance Floor – (Black side only available)

- ⌘ **Full Stage (does not include 3 section orchestra pit)**
- ⌘ **No Rosin Permitted**
- ⌘ **No products such as slip no more allowed**
- ⌘ **No soda/ water combinations for mopping allowed**
- ⌘ **There is no folding or rolling under of the house Marley.**

House Draperies:

Panels sewn of 100% Trevira Polyester: 26oz Prestige Velour; Nap Up 50% Fullness

Main Curtain:	Velour, bottom weight, Color: Prestige Red 2 Piece – Split at center Height - 31' Width – 20' Full Open Dimensions: 39'
Traveler:	Velour, bottom weight, Color: Black 2 Piece – Split at center Height – 20' Width – 20'
Legs: Sets 1 - 3	6 Velour, Unlined, bottom weight, Color: Black 2 velour per line set Height – 20' Width - 6'
Borders:	
First and only	1 Velour, Unlined, bottom weight, Color: Black Height - 8' Width - 52' Rep Trim – 18'
Cyc:	1 Hard Cyc Wall, Curved, Color: White Height – 20' Width – 36'

Fly System Information:

Due to upgrades and renovations of our fly and rigging equipment, if your production requires the flying or hanging of any scenic elements, including but not limited to; banners, signs, backdrops, lighting equipment, sound equipment, video elements etc... you must contact the Technical Department to discuss the requirement and see if we can accommodate your production at this time.

Dressing Rooms, Greenroom, Laundry, Crossovers, and Storage

Dressing Rooms

A (stage level)	1 to 2 Person Capacity Dimensions 4' x 6'	1 Mirror Station	1 Sink	1 Toilet	
B (stage level)	1 to 2 Person Capacity Dimensions 4' x 6'	1 Mirror Station	1 Sink	1 Toilet	
C (stage level)	1 to 2 Person Capacity Dimensions 4' x 6'	1 Mirror Station	1 Sink	1 Toilet	
D (above stage level)	10 Person Capacity Dimensions: 15' x 12'	6 Mirror Stations	2 Sinks	1 Toilet	1 Shower
E (above stage level)	10 Person Capacity Dimensions: 15' x 12'	6 Mirror Stations	2 Sinks	1 Toilet	1 Shower

For large groups it may be possible to use the lower lobby as a dressing room. Extra time is needed to prepare this room for this purpose. Contact the house manager to arrange for use of this room.

Green Room

Located off stage right

Dimensions: 12' x 8'

Accommodates: 8 to 10 people

Laundry:

BMCC Tribeca Performing Arts Center has one washer and one dryer located within the complex. Special arrangements must be made if you will need to do laundry while at the performing arts center. Please discuss your needs well in advance of your event. Failure to arrange for the use of this equipment in advance may result in the equipment not being available to your company the day of your event.

Irons / Ironing Boards: 1

Steamers: 2

Garment Racks: 4

Cross Over:

The main crossover is located in the dressing room hallway on stage level. On stage crossover upstage of the black traveler when closed.

Storage:

Storage space is extremely limited and only available during your contracted time in the space. Please discuss your storage needs well in advance of your event. **Please note that extra costs may be incurred for the storage of any materials related to your event outside of your contracted time. Unless arranged for well in advance storage of items will not be allowed.**

Disposal of Items:

We are not able to dispose of large set pieces, props, furniture, costumes or other related items to your event.

Anything brought into the theatre must be taken with you when loading-out.

Stage Lighting:

Repertory Lighting Plot

Our repertory lighting plot has been designed and focused to meet the needs of a typical rental client. Included are 2 washes of front light, 2 washes of high side light, a down blue wash, a Wybron CXI IT scroller back wash and 12 dedicated special units. Inventory consists of ETC Source 4 lekos (lens sizes 14-50 degree) and ETC Source 4 PARS (full lens kits available). These units are lamped at 575w. There are limited additional units, cable, iron and booms available in stock.

You may provide your own light plot, however any re-focus or re-hang must be fully restored within your contracted time in the theatre. Additional crew may be added to meet your needs. Due to insurance, only TPAC staff members are allowed in our catwalks and to operate our Genie lift and Skyjack.

We typically do not pre-hang or pre-focus forwarded plots. Additionally, we do not provide, pre-order or pre-cut perishables such as gel or templates that are outside of our repertory plot.

TWIST LOCK – NUB IN - all units, all circuits.

Dimmers:

255 – 2.4k ETC Sensor Dimmers

Control Console:

Control Console	ETC ION
Channels:	10,000
Addresses:	2,048(max number of controllable dimmers by ETC ION – the house has 255 Dimmers)
Cues:	10,000
Groups:	1,000
Macros:	1,000
Submasters:	300
Designer Node:	YES
DMX:	Control Booth Backstage Left

House Lighting:

House Lighting is operated from lighting control booth only.

Lighting is dimmable in specific sections or as a whole.

The ETC ION does not control the house lighting system

The wall wash lighting must stay at a low glow (20%) throughout for safety.

The fluorescent floor lighting in the rear of the theatre remains on throughout for safety

LED Aisle Lighting:

The Aisle lights must remain on at all times for safety

The fluorescent floor lighting in the rear of the theatre remains on throughout for safety

Circuits:

2 nd Catwalk –	3 - 49
1 st Catwalk –	51 - 67
1 st Electric –	82 - 111
2 nd Electric –	112 - 127
3 rd Electric –	128 - 145
4 th Electric –	146 - 161
5 th Electric –	162 - 179
6 th Electric –	180 - 193
7 th Electric –	194 – 202
Stage Left Proscenium Wall	203 - 206
Stage Right Proscenium Wall	207 – 210
Stage Right Upstage Wall	211- 214
Stage Right Crossover	215 – 218
Stage Left Loading Gallery	219 - 222

Rep Plot:

House repertory lighting plot pre-hung. *Please refer to complete plot and paperwork*

It is highly recommended that you ask for an updated copy of our lighting files. We have them available in PDF, Vectorworks, and Lightwright 4 extensions.

Rep Plot Equipment:

All listed equipment currently part of house rep plot

Source Four 14deg.	15	Total
Source Four 19deg.	3	Total
Source Four 26deg.	23	Total
Source Four 36deg.	33	Total
Source Four 50deg.	29	Total
Source Four PAR	15 WFL	Total
Colotran Far Cyc Single	36	Total
Wybron CXI 2 String Color Scrollers	15	Total (attached to Source Four Par Units above)

Follow spots

(2) Robert Juliat Ivanhoe Follow spots – Located in the control booth. – requires 220v power

Booms:

- (8) 10’ Booms
- (8) 4’ Boom Bases

Spare Units:

Varied selection available. Due to the fact spare inventory can change daily, please contact the technical office for a complete listing of available lighting equipment for your production

Spare Barrel Sizes:

Varied selection available.

Source Four Top Hats: 15 Total

Source Four Color Extenders: 30 Total

Source Four Gobo Holders Size A &B: 30 Total

7.5" Barn Doors: 6 Total

Color Media Information:

BMCC Tribeca PAC only stocks repertory lighting plot color gel in Rosco and Lee. We have a very limited supply of extra gel colors available. It is imperative if you have exact gel or color requests that you bring all lighting gel media with you at the time of your load in. It will save an immense amount of time if you have this gel cut to either ETC Source 4 or ETC Source 4 PAR size. If changing gel in our Colotran units for the CYC wall please contact the Technical Director.

Cable / Hardware:

Large supply of 5', 10', 25', 50' Twist Lock Nub In Cables
Limited Supply of Two-Fers, Side Arms, Adapters

Power:

(1) - 60 amp 3-phase cam lock . You must bring cam lock turn around adapters with you if you plan on using this equipment.

(1) – 200 amp 3-phase tie-in – additional fee for electricians. – you must provide bare wire to cam lock for this.

(6) – 20amp Quad Box Edison circuits backstage locations

House Dimmer Racks are permanently installed on the loading rail in the dimmer room

ELECTRICAL TIE-IN / 60 AMP 3 PHASE SERVICE

If you plan to bring your own sound system it may be possible for you to use the 60 AMP 3 PHASE SERVICE to CAM LOCK TAILS. A detailed conversation between the sound rental provider and the BMCC Tribeca PAC technical director will be needed in order to determine if this is adequate to meet your needs. Should you require more power than this can provide, you will need to use the 200 AMP Service that is described below. If using the 60 AMP 3 PHASE you must provide CAM LOCK turnarounds. This service is offered at no additional cost to you. This service can only provide power to a sound system.

ELECTRICAL TIE – IN / 200 AMP SERVICE

If you plan to bring your own lighting system, there is a high possibility you will need to “tie in” to the center’s 200amp 3 phase service. This can be determined only after the sound or lighting representative contacts the technical office. If you do need to use the tie in this is billed at an additional fee. The service requires a Local 3 college services electrician and an electrician’s assistant billed at a possible overtime rate. In the event you are bringing in an outside sound or lighting system and elect to not use this service, BMCC Tribeca PAC cannot guarantee there will be enough in house power to run your outside system. Please contact the technical director if you have any doubts or questions about this service. This service can provide power to either a lighting system or a sound system but not both.

Sound

Audio Volume Limitations

In accordance with OSHA guidelines and general health considerations, Tribeca PAC is required to control the maximum sound pressure levels generated within our venues. The Tribeca PAC Technical Supervisors and Theater Technicians will insure that the system does not produce sustained sound pressure levels in excess of 115 dB (A weighted) at a distance of 15 feet in front of any speaker cluster. It is expected that safe sound pressure levels which will satisfy both the Artist's aesthetic considerations as well as the TPAC's commitment to protecting patrons' hearing, can be mutually agreed upon during rehearsal or sound check and will not be exceeded for the duration of the event

Infrared Listening:

- 01 – Sound Associates SA-1422 Transmitters with DSP Processor
- 02 – Sound Associates SA-611 Emitters
- 02 – Sound Associates SA-612 Emitters
- 40 – Sound Associates SA-650HX Headset Receivers

ClearCom:

- 10 - ClearCom 501 – Belt Packs
- 10 – ClearCom CC95 Head Phones

Standard House Locations Are As Follows:

- 1 – Stage Right
- 1 – Stage Left
- 1 – Sound Mixing Area
- 1 – Lighting Console (Booth)
- 1 – Follow spot (Booth)

Mixing Console:

Avid Venue Profile - 48 channels from stage. 16 Auxes. 8 Groups. 8 VCAs. VenuePack 3.4 Plugin pack. Venue Software 3.0.0.315

Fixed Speakers: - House Main

- 3 – Apogee AE-5 – Center Speaker Clusters – L / C / R
- 3 – Apogee AE-2 – Delay Speaker Fills – L / C / C / R
- 2 – Yamaha SM12V – 700 Watt Monitor Speakers – Stage Left / Stage Right
- 2 – JBL SRX 718S – Sub Woofers – Stage Left and Stage Right
- 5 – Renkus Heinz – SGX-41 Front Fill 2 Way Passive Speakers

Portable Speakers:

- 8 – Yamaha SM12V 700 Watt Max 8 ohms Wedge Monitor

Keyboard Amplifier:

- 1 – Roland KC 350 – 120 watt 3 band EQ-Keyboad Amp

Guitar Amplifier:

- 1 – Roland JC 120 – 120 watt (60w + 60w) Guitar Amp
- 1 – Fender Blues Junior 180 watt Guitar Amp
- 1 – Fishman Loudbox Performer Acoustic Guitar Amp

Bass Amplifier:

- 1 – David Eden World Tour 800 head
- 1 – David Eden DII5XLT 400 W 8 Ohm Speaker

Microphones: - may not always be available. Make arrangements if you have a specific microphone request.

- 9 Shure Beta 58a
- 12 Shure SM58
- 1 Shure 14a
- 3 Shure Beta 87a
- 3 Shure Beta 57a
- 8 Shure SM57
- 4 Shure SM 81
- 1 Shure SM 91
- 1 Shure 55SH Classic
- 1 Shure MX391
- 2 Sennheiser MD421
- 2 Audio-Technica P45
- 3 Crown CM 700
- 5 Crown PCC-160
- 1 M88
- 1 Electro-Voice RE20
- 1 PG 56
- 2 AKG C1000
- 1 AKG D112
- 1 Sony ECM-66B
- 2 Neumann KM-184
- 4 E/V N/D408
- 1 Audix D6
- 2 IsoMax Lectern Mic
- 1 E906
- 2 AKG C414
- 2 DPA 4099
- 2 MKH-416 Shotgun mics

Direct Boxes: - may not always be available. Make arrangements if you have a specific Direct Box request.

- 3 PC DI
- 2 Radial JDI
- 1 Radial J48
- 1 Radial ProAV2
- 2 Radial ProD2
- 1 Countryman Type 85
- 1 Whirlwind 4Ch

Wireless System: Available at an **additional fee per microphone**

- 8 Sennheiser ew500 G3 wireless microphone receiver system
- 8 Sennheiser SKM 500-935 G3 handheld microphone
- 8 Sennheiser MKE2-Gold lavalier microphone
- 8 Countryman E6 head worn microphone

Playback:

- 2 Tascam MD CD 1 Compact Disc/MiniDisc Player
- 1 Qlab

Recording:

- 1 Tascam SSR200 two track recorder
- 1 Avid Pro Tools up to 32 channels

Signal Processors:

- 1 Ashley Protea – 24 Bit Digital 4 Channel Equalizer – computer locked – no changes allowed

System Amplifiers:

- 3 Crown CE2000 – 600 Watt 2 ch
- 6 Crown XLS 8-2 1000W 2 ch
- 1 Ashley NE-8250 - 250W/8 ch (this amp's settings are computer locked and will not be changed)

Press Box:

- 1 24 Channel Microphone Level
- 1 12 Channel Microphone Level

Cable:

Mult: 4 – 12 Channel 15 foot Mini Snakes

NL4:

10'	3
15'	4
25'	14
50'	7
100'	3

XLR:

05'	10
10'	20
25'	45
50'	20
100'	2

1/4": 10' 9

Microphone Stands:

Upright Tall	20
Upright Short	7
Boom Arms	32
Tripod Stands	16
Tabletop Stands	10
Goosenecks	2

Audio – Visual and Film Screenings

For most Audio/Visual needs we have equipment available from the BMCC Media Services Office. Please let us know of your specific needs so that we may advise you about the type of media equipment we have available.

While BMCC Tribeca Performing Arts Center is the premiere venue of the Tribeca Film Festival, we do not have film projectors permanently installed in the theatre. All of the film projectors and audio systems for the Tribeca Film Festival are specialized gear brought in for that event only. That gear is provided by outside rental vendors. If you are planning on showing a film and a standard 3000 lumens projector will not meet your needs, you will have to rent in all necessary equipment from an outside company. We have suggested two companies that have provided this service to our clients before. Please note you must contract the equipment and staffing from the outside company in addition to the theatre's technical staffing. You may also require the services of the BMCC Electricians in order to provide enough power for the rented projector and equipment.

There are two projection surfaces in Theatre One.

1 – Automated Roll Down Screen just downstage of the main drape. – **FRONT projection only**

Screen Dimensions: 24' (w) x 17' (h)

Travel Time: Full In Position – 1 min

Full Out Position – 1 min

Screen control switch located in the control booth.

Due to size & weight, the screen can only cycle in and out one time in a period of fifteen minutes.

1 – Hard Curved CYC Wall – most upstage position in the theatre. – **FRONT projection only**

CYC Wall Dimensions: 36' (w) x 20' (h)

Please note the CYC Wall should not be used for projections when setups or your performers may be on the stage. The setup and the human body will block the image to this location.

Distance from the control booth to the front screen - 80'

Distance from the control booth to the CYC – 100'

Distance from house projection point to the front screen – 60'

Distance from house projection point to the CYC – 80'

Rear projection screens and portable free standing screens are available from media services and may be billed at an additional fee.

Internet Services are available and may be billed at an additional fee.

Satellite Uplink and Downlink service is available and may be billed at an additional fee.

Internet Access Information

BMCC Tribeca PAC has the ability to provide Wired and Wireless WiFi internet access.

All internet access is provided by BMCC's computer department. If internet access is crucial to the success of your event, we strongly advise that you opt to have a BMCC computer technician assigned to your event. An extra charge for this staffing will be included in your overall contract costs as part of the BMCC Service Fees. Should issues with the internet connection arise on the day of your event and a BMCC computer technician is not included in your event contract, Tribeca PAC cannot guarantee that a computer technician will be available to troubleshoot and resolve the issues. All internet services may incur an additional cost for setup and technician fees.

A request for internet access must be submitted no later than two weeks prior to the date of your event. If this is not possible, we cannot guarantee that internet access will be available on the day of your event.

Because of network security concerns the BMCC computer department does not allow outside events to connect WiFi routers to the college's network or internet connection..

A wifi username and password will be created for your event and available to you on your event load in day.

Stage Furnishings

Tables:

TBD BMCC Tribeca PAC can provide six foot folding banquet style tables. Please discuss The number of tables you need for your event with the tech department.

Chairs:

100 Blue Plastic - available only by advance request of 1 week
60 Black Padded folding

Stands:

40 Manhasset Black

Stand Lights:

20 Wireless LED music stand lights

Conductor's Podium:

1 Measures 4' x 4' Carpeted
1 Double Width Conductors Stand available as well

Platforming: Wenger Adjustable Height – (available by advance request only)

10 4' x 8' decking adjustable from 4" (platform top only, no legs) 8" 16" to 24" (platform w/ legs)

Dance Floor:

Black Rosco Marley Dance Floor

- ∞ **Full Stage (except orchestra pit)**
- ∞ **No Rosin Permitted**
- ∞ **No Folding or Rolling under.**
- ∞ **No Soda/Water Combinations Allowed**

Lectern:

Oklahoma Sound: The Vision Series

2 – Standard Lecterns

1 - Standard Lectern with 19" LCD Screen capable of projecting Logo in JPEG format

Dimensions: 46"H x 24" W x 21"D

Piano:

(Tuning arranged by Tribeca PAC at a cost of \$160.00 per tuning)

1 - Grand: Steinway Size B 7' x 5'

2 – Upright: Steinway

Ticketing Services

Rental Info & Policies

Contact Info

Box Office (212) 220-1460
220-1459
ticketingmanager@tribecapac.org

Location

199 Chambers Street, New York, NY 10007 Administrative Office (212)
Between Greenwich St & West St (West Side Highway)
Inside the lobby of the BMCC building

Regular Hours

Tuesday – Saturday 12pm-6pm
Sunday & Monday – Closed

Summer Hours

June 20th to September 10th
Monday – Thursday 12pm – 6pm

Event Hours

Ticketing Services will be open one (1) hour prior to all ticketed events; and will remain open a half hour (30 minutes) into the start of a performance. During this time Ticketing Services will only sell tickets for your event. There will be no advance sells for other events.

For Sunday & Monday events, please see the Ticketing Services Manager for hours.

Ticketing Services will be closed on these days:

-Labor Day	-Columbus Day
-Christmas Eve	-Christmas Day
-New Year's Eve	-New Year's Day
-MLK Jr. Day	-Lincoln's Birthday
-President's Day	-Memorial Day
-Independence Day	-Thanksgiving (Thurs & Fri)

Sales Policies

-We accept all major credit cards and cash
-Personal checks are not accepted by Ticketing Services
-All sales are final. There are no refunds or exchanges.

Ticket Printing

In House Printing

Please fill out the Ticket Printing Form that was provided to you and return it to the Ticketing Services Manager. Once we have received your Ticket Printing Form we will build your event in our database. We will then print a ticket proof for your approval.

Ticket Sign-Out

You are allowed as the producer to sign out a certain amount of tickets for each performance. These tickets are yours to sell or distribute outside of the BMCC campus in any way that you see fit.

Please let us know of any holds, kill seats, tech, or etc. From the remainder amount of the tickets you may sign out 40% of the available tickets.

Any tickets that you wish to have sold on the BMCC campus the day of the event must be returned to the Box Office two (2) business day prior.

Outside Ticket Vendors

If you are using an outside ticket vendor to sell your tickets you must obtain Will Call or any unsold tickets and have them returned to Ticketing Services at least 48 hours to the performance date.

Please provide a list of any outside vendors you are using to sell your tickets. Have them provide a list of all tickets sold for the Ticketing Services Manger to use as a reference at the Box Office on the day of the event. This helps us provide better customer service to your patrons.

Will Call

If you have a small volume of Will Call, Ticketing Services can handle your Will Call at no additional cost. A high volume Will Call will require an additional staff member to be added to your labor cost.

TICKETS MAY NOT BE SOLD ON THE BMCC CAMPUS OUTSIDE OF THE BOX OFFICE

*****NO EXCEPTIONS*****

Discounts / Promotions

BMCC Student/Staff

There is a minimum 20% discount for BMCC Students, Faculty and Staff. This discount will require the patron to show their BMCC identification card to the Ticketing Services staff before the sale is made. This discount will not be available by phone or internet sales.

Additional Discounts

Please discuss any discounts with the Ticketing Services Manager before you advertise it. We want to be prepared to serve your customers as best we can.

If you are looking to sell tickets on a discounted third party website such as TDF, Living Social, Groupon, Etc., please make sure that the Ticketing Services Manager is notified prior to setting up promotion. We will need to hold seats to ensure no double or over selling.

Promotional Information

Any promotional information such as fliers or posters must go through the Marketing Director.

Special Considerations

Complimentary/Press Tickets

It is in your best interest to reserve complimentary tickets as you become aware that you need them. This will allow us to provide you with the best selection of seats to choose from. Please provide Ticketing Services with a preliminary list with Patron Names and number (#) of seats no less than two (2) business days prior to your event.

Website Listing

We are more than happy to add your event to the calendar on www.tribecapac.org. If you would like to participate in this, please email a descriptive paragraph about your event along with a graphic to the Ticketing Services Manager when you submit your ticketing request form.

Wheelchair Seats

All Wheelchair seats are held by the Center's Box Office. Patrons in need of a Wheelchair seat can contact us directly during Regular Ticketing Services Hours.

Selecting a Pricing Map

We have created a set of Standard Pricing Maps for each theatre.

Please visit our website, www.tribecapac.org to see them online, or you may request that Ticketing Services e-mail them to you in a PDF format.

- There are 5 separate Standard Pricing Maps for **Theatre 1**. They range from 1 Pricing Zone/General Admission to 5 Pricing Zones/Reserved Seating .

If none of these Standard Pricing Maps works for your event we can create a custom map for no additional charge.



Show Code: _____

TICKETING INFORMATION FORM

This form should be completed by the producer or other authorized personnel and returned to BMCC Tribeca PAC as soon as possible (at least 4 weeks prior to the event). Please feel free to call or meet with the Ticketing Manager for assistance or clarification in completing this form.

● You must sign this form before submitting it to Tribeca PAC. ●

Producer Name: _____

(One Line, Forty Characters. This will print on the ticket. PRINT NEATLY)

Title of Show: _____

(One Line, Sixty Characters. This will print on the ticket. PRINT NEATLY)

Type of Seating: Reserved Admission General Admission (Check only one)

Please request Price Zone Maps from Ticketing Manager. Custom Price Zone Maps can be discussed with Ticketing Manager (ticketingmanager@tribecapac.org)

Pricing Zone Maps (RESERVED SHOWS ONLY)

Theatre One (913 Seats)

—1 Price Zone

—2 Price Zones

—3 Price Zones

—4 Price Zones

—5 Price Zones

Theatre Two (262 Seats)

—1 Price Zone

—2 Price Zones

—3 Price Zones

Zone Prices Per Show

Event Date					7/4/08
Event Time					7:00 pm
1 - Yellow					\$55
2 - Green					\$40
3 - Orange					\$25
4 - Blue					\$10
5 - Pink					\$5

-If you would like a custom Pricing Zone Map it must be submitted to ticketingmanager@tribecapac.org and approved by the Ticketing Manager.

-Any Discounts or Promotions must be approved by the Ticketing Manager in advance of advertisement.

*Example Only

Description of Show: _____

Proposed On Sale Date: _____
(Must be approved by Ticketing Manager)

Performance Length (mins): _____

Intermission Length (mins): _____

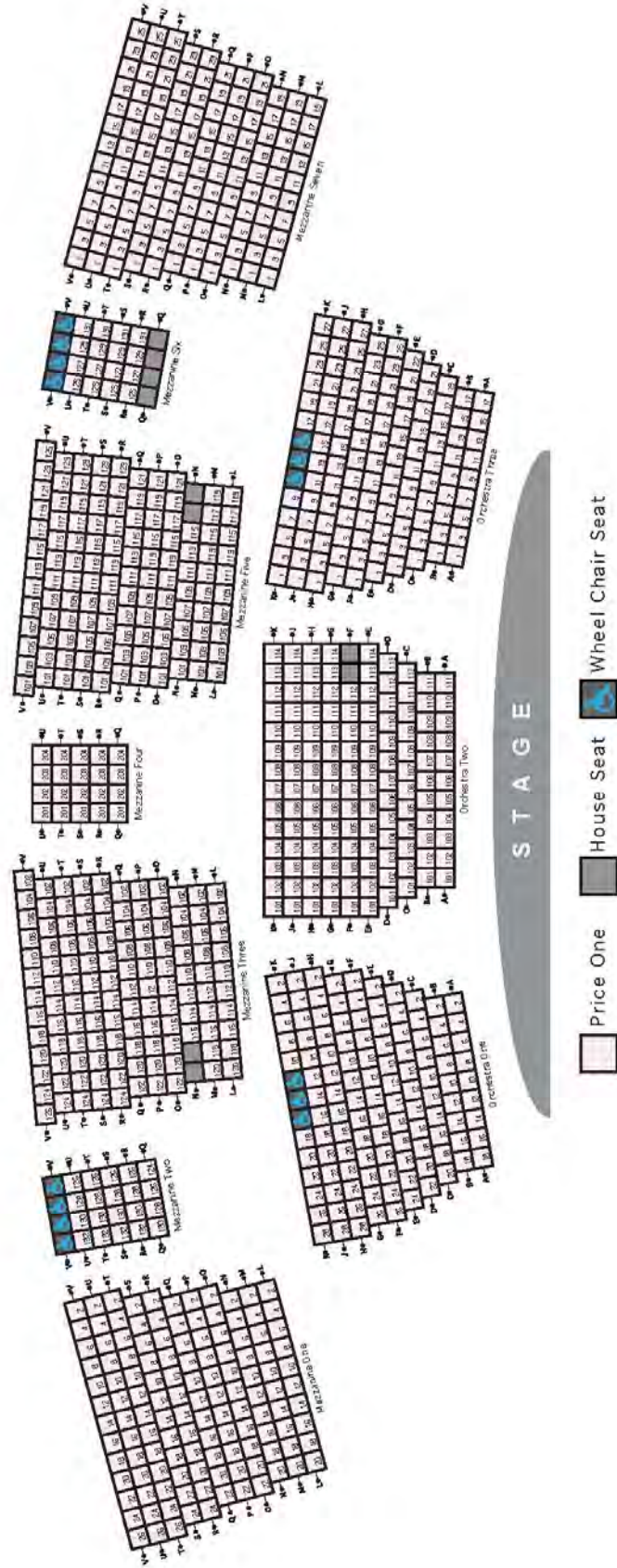
Website: _____

Producer Signature: _____

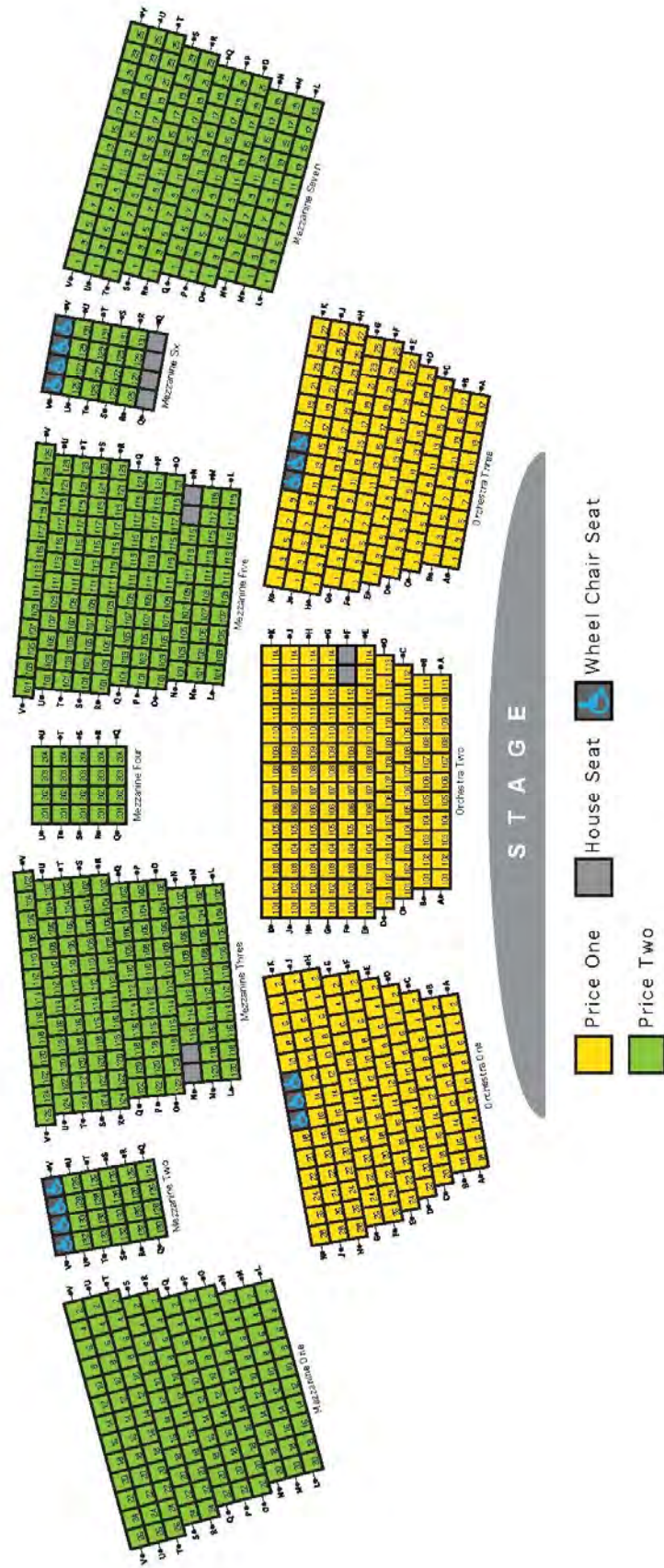
Date: _____

THEATRE ONE

ONE PRICE ZONES

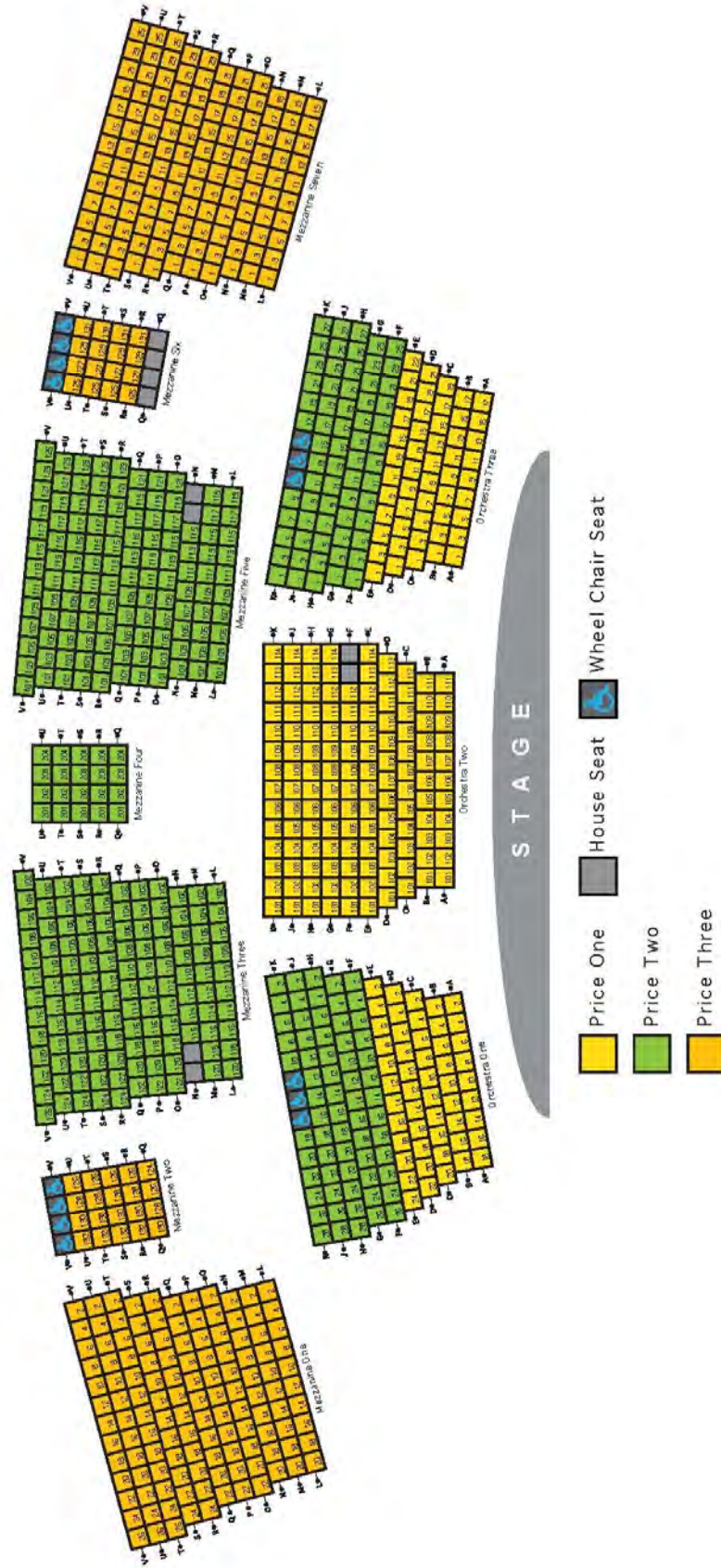


THEATRE ONE TWO PRICE ZONES

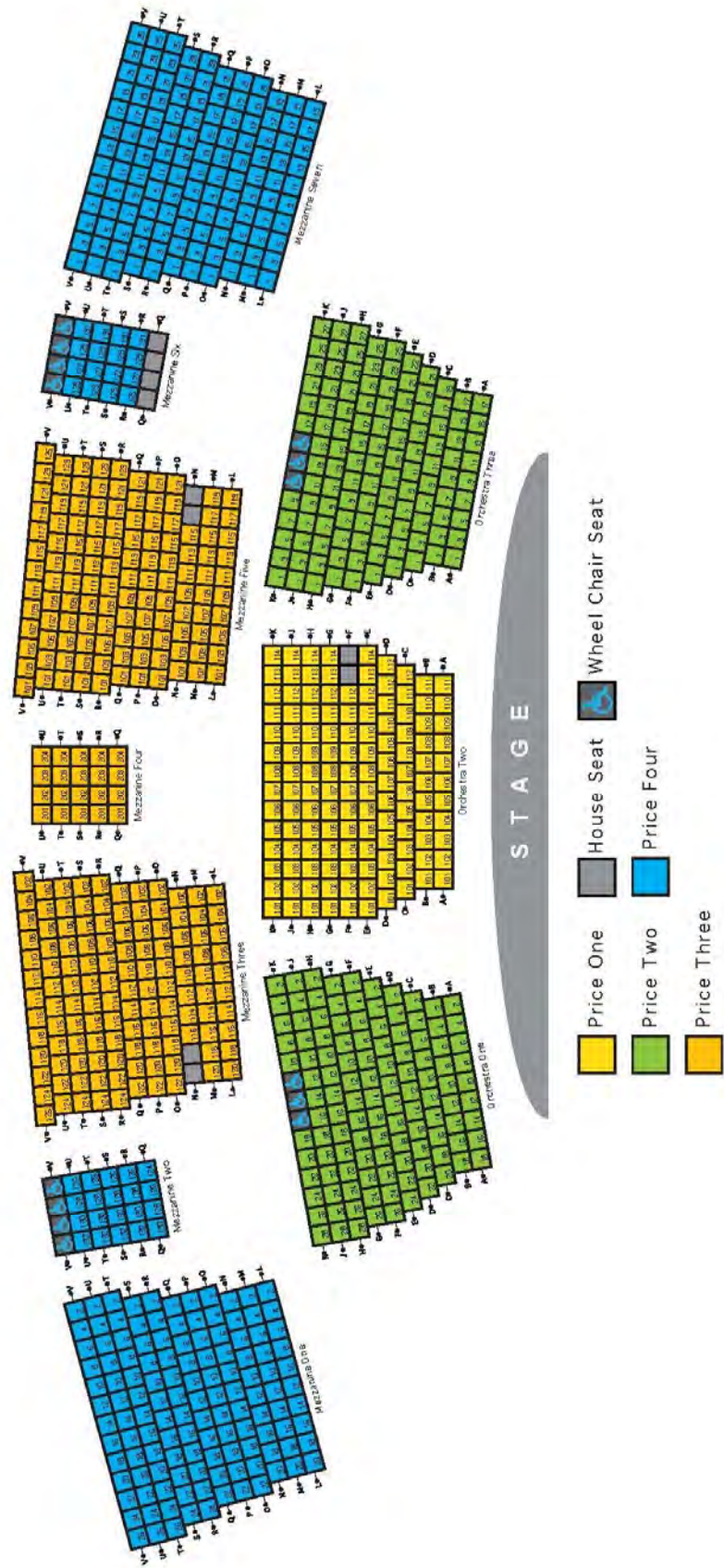


THEATRE ONE

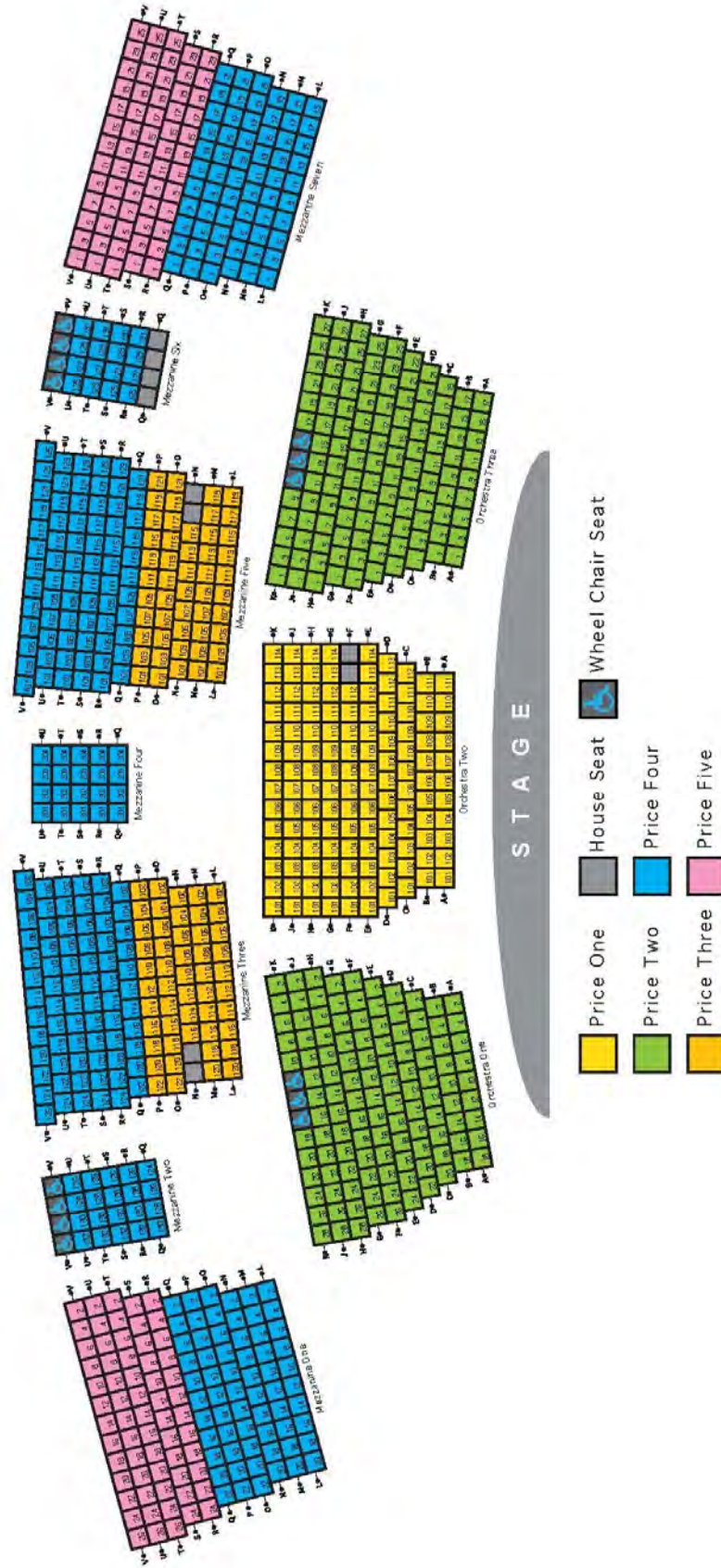
THREE PRICE ZONES



THEATRE ONE FOUR PRICE ZONES



THEATRE ONE FIVE PRICE ZONES



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TriBeCa Neighborhood Information

Hotels: (is it recommended you check on pricing as part of your selection process)

Cosmopolitan Hotel (closest to performing arts center)

85 West Broadway
212-566-1900
Average nightly rate: \$237.00

Tribeca Grand Hotel

2 Avenue of the Americas
212-519-6600
Average nightly rate: \$385.00

Millennium Hilton

55 Church Street
212-872-7372
Average nightly rate: \$415.00

New York Marriott Downtown

85 West Street
212-385-4900
Average nightly rate: \$425.00

The Gem Hotel

135 East Houston Street
212-358-8844
Average nightly rate: \$220.00

Holiday Inn Manhattan – Downtown

138 Lafayette Street
212-966-8898
Average nightly rate: \$180.00

Restaurants

Dirty Bird \$\$

155 Chambers Street
212-964-3284

Whole Foods \$\$\$

167 Chambers Street
212-349-6555

Dalhias Mexican \$\$

125 Greenwich Street
212-571-1100

Gigino Trattoria \$\$\$

323 Greenwich Street
212-431-1112

China Blue \$\$

135 Watts Street
212-431-0111

Reade Street Pub \$\$

135 Reade Street
212-227-2295

Gee Whiz Diner \$\$

295 Greenwich Street
212-608-7200

Baluchis \$\$

275 Greenwich Street
212-571-5350

Mudville 9 \$\$

126 Chambers Street
212-964-9464

Macaron \$\$

303 Greenwich Street
212-343-2570

Zucker's Bagels \$

146 Chambers Street
212-608-5844

Tribeca Tap House \$\$

363 Greenwich Street
212-510-8939

Shake Shack \$\$

215 Murray St
646-545-4600

Blue Smoke \$\$\$

255 Vesey Street
212-889-2005

Benvenuto Café \$\$

369 Greenwich Street
212-219-2373

The area has some of the most diverse eating establishments in NYC. From unique restaurants you will find only in Tribeca, to fast food places you know well. We invite you to explore our neighborhood while you are here and enjoy the many wonderful dining opportunities that it offers. All of the restaurants are well within walking distance from the steps of the performing arts center, with many of them just a couple of blocks away.

General Stores

Century 21 Department Stores

22 Cortlandt Street
212-227-9092

K-Mart

770 Broadway
212-673-1540

Drug Store / Pharmacy:

Duane Reade

250 Broadway
212-571-4511

Independence Pharmacy

352 ½ Greenwich Street
212-406-3700

Duane Reade

352 Greenwich Street
212-406-3700

The Food Emporium

316 Greenwich Street
212-766-4598

CVS Pharmacy

129 Fulton Street
212-233-5023

King Tribeca Pharmacy

5 Hudson Street
212-791-3100

Dry Cleaners / Laundromats

Tribeca Cleaners

95 Reade Street Ste 1
212-385-9090

Greenwich Cleaners

331 Greenwich Street
212-966-4881

West Broadway Cleaners

81 West Broadway
212-732-4534

Hardware Stores

Tribeca Hardware

154 Chambers Street
212-240-9792

Home Depot

28-40 West 23rd Street
212-929-9571

Copy Centers:

Fed-Ex Office

105 Duane Street
212-406-1220

Mailing Centers

United States Post Office

90 Church Street
212-330-5313

Theatrical Vendors

Lighting Equipment Rentals

World Stage / Scharff Weisberg
259 West 30th
New York, NY 10001
212-582-2345

4 Wall Lighting

Jim Schoenfelder
75 State Steet
Moonachie, NJ
201-329-9878

Sound Equipment Rentals

Audio Incorporated
170 Westfield Ave West
Roselle Park, NJ 07204
908-620-1007

One Dream Sound

66 Grand Street
Moonachie, NJ 07074
212-279-8881

Carroll Music Rentals

625 West 55th Street
6th Floor
New York, New York
212-868-4120

Video Equipment Rentals

Michael Andrews Audio Visual Services
615 West 55th Street
New York, New York
Attn: Bill Magod
212-710-1430 Bmagod@maavs.com
www.maavs.com

Visual Word Systems

35 West 36th Street
New York, New York
212-629-8383
Attn: Ike Echstein

Dry Ice

United City Ice Company
New York, New York
212-563-0819

Diamond Ice Cube Company

324 W 16th Street
New York, New York
212-675-4115

Flame Proofing Services

Turning Star Flame Proofing, Inc.
229 Bond Street
Brooklyn, NY 11217
718.254.0534

NY Fire Shield

P.O. Box 7305
Auburn, NY 13021
315-255-2765

Instrument Rentals

Carroll Music Rentals

625 West 55th Street 6th floor
New York, New York
212-868-4120

Soft Good Rentals

Rose Brand Theatricals

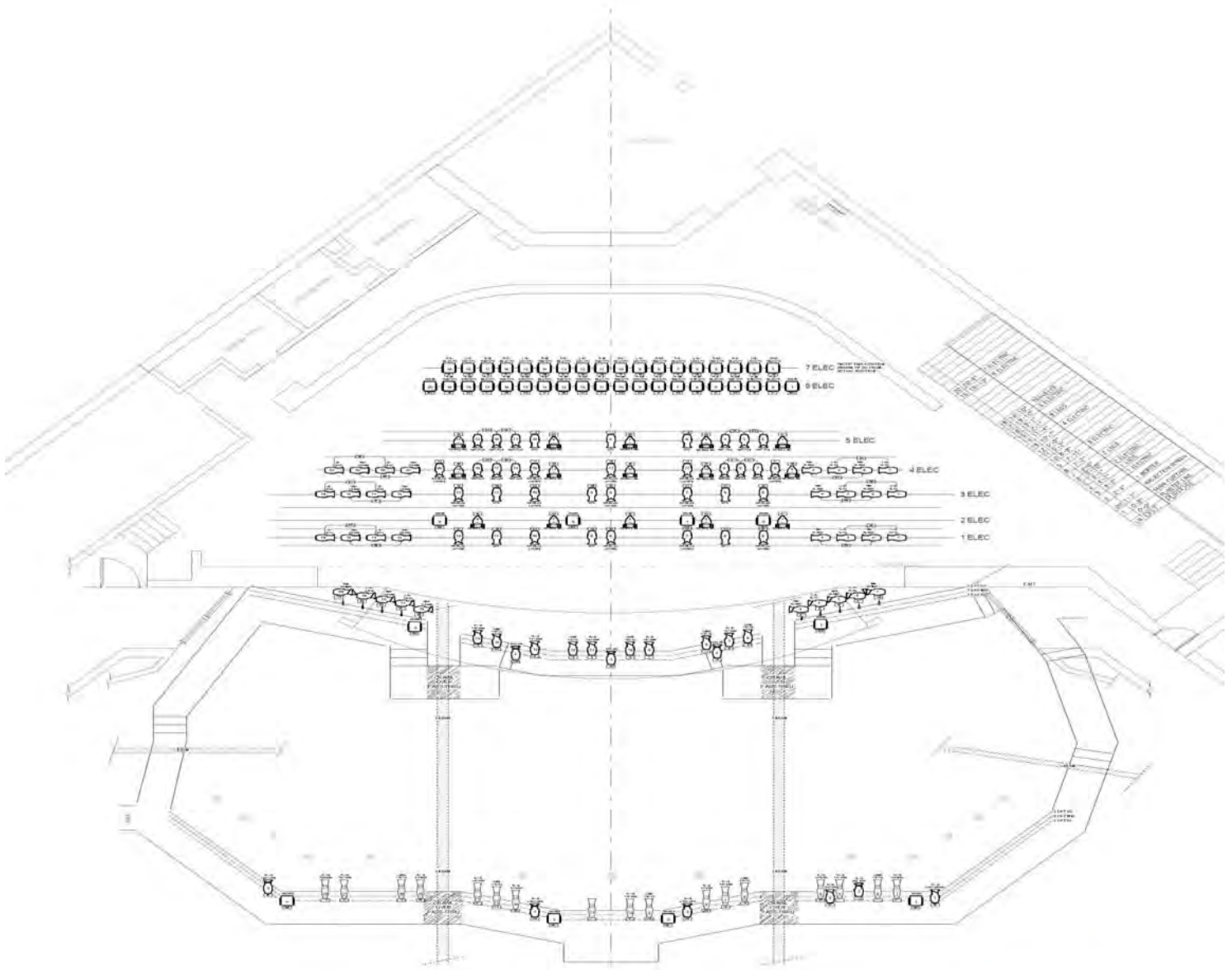
4 Emerson Lane
Secaucus, NJ 07094
1-800-223-1624

J.C.Hansen

629 Grove Street, Lot #26
Jersey City, NJ 07310
1-866-988-8055

Lower Manhattan Subway Map (as of 9/24/13)





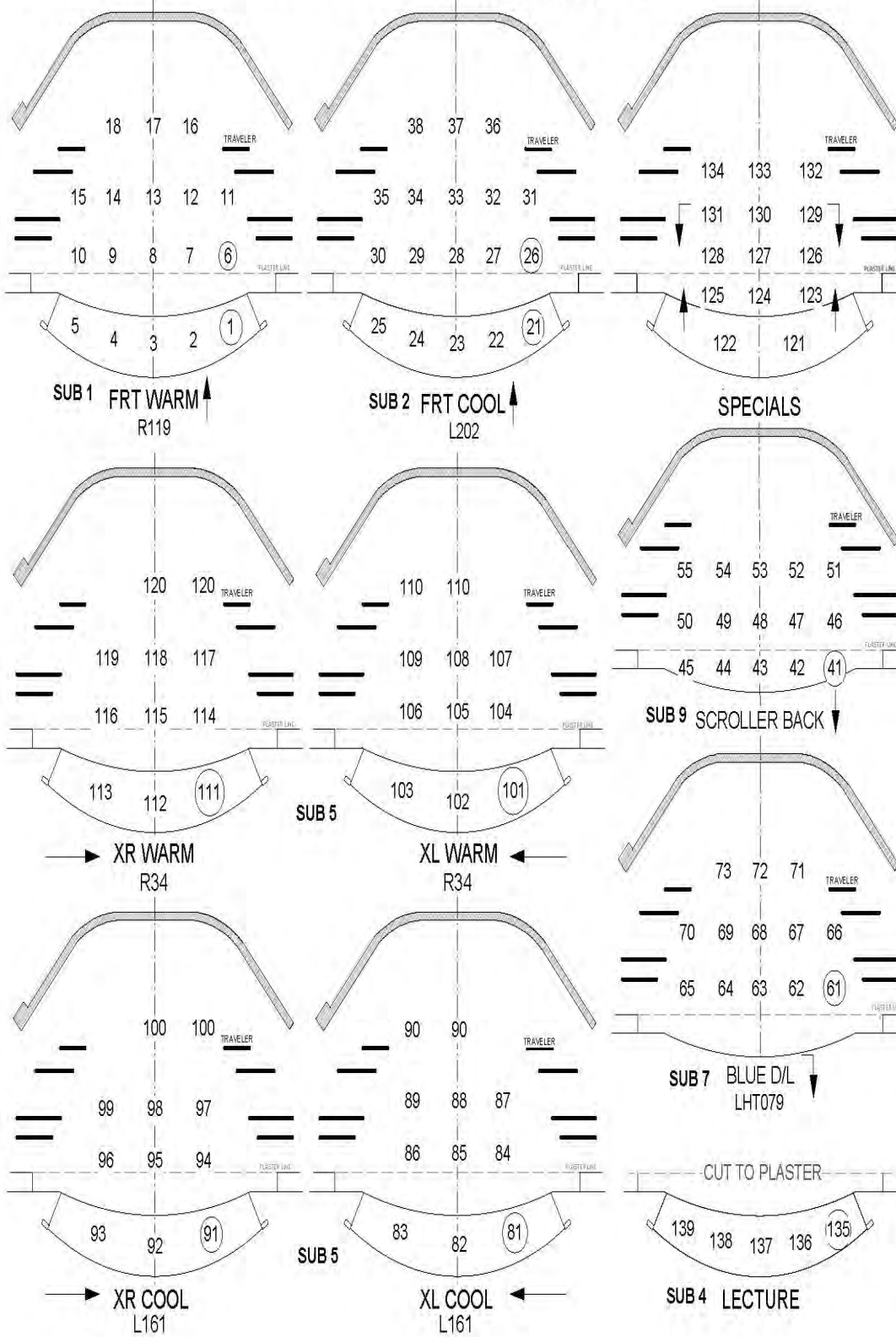
KEY	TYPICAL	NOTES	DISCLAIMER	THEATRE LIGHTING REPERTORY PLOT
<p>ELEC Source</p> <p>1459g (575w) 1096g (575w) 289g (575w) 369g (575w) 509g (575w) VFL PAR (575w) MP PAR (1kw)</p> <p>COLGISTS</p> <p>SINGLE CELL (10W)</p>	<p>PAR 54</p> <p>13</p> <p>ACCESSORIES</p> <p>SIDE ARM 2'</p> <p>ROSCO H-CUBE</p> <p>WYBROX CUB 2'</p> <p>HALF MAT 8'</p>	<p>FOR DOES NOT REFLECT ACOUSTIC TILES THAT WOULD PRESENT AN OBSTRUCTION TO ANY ADDITIONAL LIGHTS ADDED. PLEASE CHECK WITH LIGHTING SUPERVISOR OR DLS FOR RECOMMENDATIONS ON UNIT PLACEMENT.</p> <p>ALL REFRONT AND SIDE LIGHTS INCLUDE R119 Frost W COLOR.</p> <p>ALL COLOR AND TEMPS BEYOND REP TO BE PROVIDED BY INCOMING PRODUCTION.</p> <p>TRAC DOES MAINTAIN A STOCK OF ADDITIONAL SOURCE 4 ERB AND PARS AS WELL AS SPARE BARELS AND SINGLE CELL CIG UNITS. PLEASE CONTACT LIGHTING SUPERVISOR FOR SPECIFICS.</p>	<p>THIS DRAWING REPRESENTS VISUAL CONCEPTS AND CONSTRUCTION SUGGESTIONS ONLY. IT DOES NOT REPLACE THE KNOWLEDGE AND ADVICE OF A LICENSED STRUCTURAL ENGINEER. THE DESIGNER IS UNQUALIFIED TO DETERMINE THE STRUCTURAL APPROPRIATENESS OF THIS DESIGN AND WILL NOT ASSUME RESPONSIBILITY FOR IMPROPER ENGINEERING OR USE.</p>	<p>TriBeCA</p> <p>196 Chambers St. New York, NY 10007 tech@tribecapac.org 212-345-8552</p> <p>DATE: 8/26/013 REVISED: 9/04/2013</p> <p>DRAWN BY: S.L.B. SCALE: 1/4" = 1'-0"</p> <p>DRAWING 1 OF 1</p>

Theatre One Lighting Plot as of 10 / 23 / 2014
 Lightwright file available – please email your request to tech@tribecapac.org
 Vectorworks file available – please email your request to tech@tribecapac.org

UPDATED: 2014

○ INDICATES GROUP #

THEATER I MAGIC SHEET



HOUSE FILL- 201
SUB 40

WORKS- FOH 202
OS 203-204
SUB 39

WARMERS- 199
SUB 38

PODIUM SL- 161
SUB 13

PODIUM SR- 162
SUB 14

ASL SPX- 163
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Lightwright file available – please email Tech@tribecapac.org with your requests.