

HIGHWAYS PERFORMANCE SPACE

Technical Questionnaire

6/1/11

To ensure a painless load-in, please submit this questionnaire to our **Technical Director, Ron Bunney** at least 3 weeks prior to load-in date. This form can be sent via Email to ron@highwaysperformance. When you send this email, also send a copy to Leo Garcia, Artistic/Executive Director (leogarcia@highwaysperformance.org) and Patrick Kennelly, Associate Artistic Director (admin@highwaysperformance.org). If you have any questions, please contact us before the deadline.

NAME OF PRODUCTION: _____

DATES OF PRODUCTION: _____

HIGHWAYS CONTACT	PRINCIPAL CONTACT	TECHNICAL CONTACT
Name: Ron Bunney		
Title: Technical Director		
Phone: 615-423-6402		
Email: ron@highwaysperformance.org		

List any and all set pieces and significant props that you plan to use. All items will be checked for structural integrity for the audiences safety and your own. The technical director reserves the right to refuse use of questionable items. If in doubt, list them here to avoid last minute heartache.

* GALLERY CANNOT BE USED AS BACKSTAGE, FOR STORAGE, DRESSING ROOM, ETC.

LIGHTS

In most situations, the technical director will provide the standard house plot with a few adjustments and specials particular and appropriate to your show. These adjustments will be determined during the course of your tech week. If you plan to use the house plot as stated above, you may forego this section of the rider. However, if you plan to bring a lighting designer you must submit a light plot, channel hookup, and a load-in/tech schedule detailing the intentions of your designer. If you think that your show calls for a specific design, but you do not have a designer, you should contact the technical director to hire him as a lighting designer or referrals to other designers.

Will you supply your own lighting Designer? Yes No

If yes, please list name and contact number below:

First & Last Name	Phone (Day)	Phone (Evening)	Email:
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If you are NOT planning to use the standard house rep. plot, please describe the lighting needs for your production below. Use the back or add attachment if you need more space:

Technical Questionnaire

6/14/10

SOUND

It is best to have your sound cues burnt onto one CD. For live musical performances, please detail your wish list of sound support. Due to the size of our venue, acoustic performance is recommended and effective.

Will you be using live music? Yes No

Will you be using pre-recorded music? Yes No

Please provide any additional sound information below:

VIDEO

Describe the nature of your video usage - format and display. Refer to *Highways Equipment Inventory* for available equipment. If you plan to have more than a single start and stop video cue you must talk to the technical director about edited format.

HAZARDOUS MATERIALS/EVENTS

List and describe all the materials you plan to use on stage that could create any type of accident. If in doubt, list it now to avoid the heartache of having to strike the idea from your show. Hazardous materials are anything that can cause damage to the space, audience, or other performers, non-exclusively including; water, food, liquids, gases, flames, weapons, flying objects, and abrasive objects. Highways will not allow acts that present abnormal wear and tear to the space or may in any way endanger the health or well being of the artists, audience, and / or tech support.

ADDITIONAL INFORMATION:

Please list any additional information that we should know prior to your load-in.
