



TECHINCAL RIDER FOR **DRAGONS LOVE TACOS & OTHER STORIES**

General Show Information

Show Email: TACOS@twusa.org. Direct contact to show's Stage Manager (SM), main advancing contact.

SM's advance approx. 1 week prior to arrival. You may initiate contact sooner via the show email, or by contacting the Company Manager. If you haven't heard from the SM by 4 days out please contact the Company Manager.

Company Manager: Amanda-Mae Goodridge X119/ agoodridge@twusa.org. Coordinate contact with the SM, general info.

Operations Coordinator: Tara Murphy x 130/ tmurphy@twusa.org. Hotel coordinator – reach out with Hotel reservation info.

General Manager: Liz Ulmer x121/ lulmer@twusa.org.

Marketing & Communications Manager: Elyse Orecchio X128/ eorecchio@twusa.org. Program info & media/ photo requests.

Running Time: 46 minutes (Pre-recorded music, length cannot be shortened)

Load-in Time: Two hours prior to show-time. **Load-Out:** Approximately 60 minutes to load-out post performance.

Cast/ Crew: 3 Female Actors, 2 Male Actors, 1 Stage Manager; All members of "Actors' Equity Assoc."

Vehicles: Cargo Van: Contains set, costumes, gear. Generally a Sprinter or Maxi Van requiring 9' height clearance.

Passenger vehicle: typically a Prius. Contains the actors and their luggage.

Hospitality: Please speak to the SM in your advance to confirm dietary restrictions and preferences.

Single performance day: We require water, coffee & hot water for tea in the morning. Additional breakfast items appreciated.

Double performance day: In addition to beverages, we require a light breakfast or snacks. Bagels, fruit, yogurt, juice, etc.

Triple performance day: In addition to beverages and lite breakfast, we require a hot meal between the second and third performances. Please arrange with the SM during the advance and have menu options available for the cast to choose from.

Accommodations: This production **requires 6 single hotel rooms.**

Company policy minimum requirements:

- 3 ½ out of 5 bullet point rating on TRIPADVISOR.com.
- Free Continental Breakfast.
- Free (or comped) working WiFi in all rooms.

Press, Publicity and Photography: Due to union and copyright restrictions, ***photography and recordings of the production during performance are strictly prohibited.*** Please make sure all house staff and ushers are aware of and help enforce this policy. To request a cast photo for your theatre or if you are aware of press attending the performance, please reach out ahead of time Marketing Manager Elyse Orecchio (contact above). She can coordinate a cast photo if time allows and provide a media guide for press. For last minute requests, inform the SM and we will do our best to accommodate.

Meet & Greets and Q & A's: You can schedule these with the SM during your advance. All post-show events are limited to 15 min and are voluntary for the cast due to union rules. To request a longer or more specific event, please speak with your contracting representative for additional booking possibilities.

Complimentary Tickets: We require up to 10 complimentary tickets for our touring company members. All requests will go directly through the SM. If holds need to be released sooner than 72 hours prior to performance, a simple email to the Company Manager will suffice.

Front of House:

- **Program:** program information can be found on www.twusa.org & searching by show. Please contact Elyse Orecchio.
- **Lobby Board:** We travel with a House Board for our union and contractual billing needs. Please provide an easel where this can be prominently displayed for the incoming audience.
- **Marquee:** TheaterWorksUSA's Production of "Dragons Love Tacos & Other Stories."

Safety: Upon arrival, we require a rundown of Emergency Exits & building safety protocols; fire, active shooter, tornado, etc.

Temperature: Dressing rooms, stage and work areas shall be comfortably heated and/ or ventilated by the company's arrival.

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Bathrooms: Separate sanitary facilities for male and female, preferably separate from general public or audience.

Dressing Rooms: Require 3 principle dressing rooms (holding 2 or more actors) or 2 chorus dressing rooms.

- Entrances and windows shall be properly masked from the view of audience or the public to insure privacy.
- Clean rooms clear of all storage and debris prior to the company's arrival.
- We require mirrors and dressing room table space that shall be clear of debris when shared with another production.

LOAD-IN AND TECHNICAL NEEDS

Loading Dock/ Doors: Please provide the street address of your loading dock. If a separate street address doesn't exist, please provide a map with specific directions to our stage manager. Please note if available dock is over 50" in height. We don't tour with rolling road cases or hampers. Any available dollies or carts would be greatly appreciated.

Parking: If both vehicles cannot remain in the loading area for the duration of the company's time onsite, we will require parking. Garage or Lot preferred, reserved street parking acceptable if necessary.

Schedule: We will arrive 2 hours prior to the show to load-in. If you require the house to be open earlier than 30 minutes to curtain, please let the SM know during the advance as we may need to load-in earlier to accommodate.

Crew: Please inform the SM if your crew or loaders are union. We require 3 hands minimum for our time onsite.

- 1 Electrician (Lights) – can help program & focus lights pre-show and run light cues during the run.
- 1 Sound tech – can help set up sound, assist/ troubleshoot during run.
- 1 Deck Hand – help troubleshoot/ communicate back stage during performance, run Main Curtain if available.
- 2 hands to help with the load-in/ out of set & gear. (May double from above).

Playing Space/ Deck:

- 30' X 30' playing space with a height of 14'. If available playing space is smaller, please let the Assoc. Prod Manager know ASAP. We will work with the SM on how to adjust to fit your space.
- Please clear stage, wings and cross-overs of any items or storage before arrival. Deck and wings must be swept and mopped before performance. Please inform management if company is performing on another production's set.
- We prefer to play further downstage, including on a well-lit apron. Please discuss with SM in advance.
- Masking: Speak with SM about other specifics they may need.
 - If a main curtain is available, we will want to use it at the end of the performance to expedite re-sets/ load-out. Please have someone available to operate.
 - Upstage black traveler preferred, black curtain fine. (May request to clip mouse hole for back stage access).

Sound: We travel with our own sound system that is run by the Stage Manager. Although we are self-contained, if there is a house system available that we can easily tie into it may be preferable. We will require someone to help with the sound set up, especially if we are using part or all of the venue's system.

- **Speakers and Amps:** can accommodate single tiered houses up to 800 people. If larger, please plan on allowing us to tie into your house speakers and amps. We travel with 1 monitor, but are happy to use house if available and easier.
- **Microphones:** We use 5 wireless body mics and a wired hand held. Please make the SM aware of any trouble frequency ranges specific to your area.
- **Mix position:** We prefer a house or booth mix position if available, but would require use of house snake or hard patch from stage. If house board available, even better. Otherwise, SM can set up in the wings on either SL or SR.
- **COM:** We will require COM from the SM mix position to the lighting person and on deck stage hand to help trouble shoot deck issues during the run.

Lights: We do not travel with any lights or gels of our own on this tour.

- Require a fully lit well focused stage with the ability to create a black out and operate house lights.
- If Colour is available, we would like a warm and a cool wash. Please discuss with SM any other possibilities.
- If available, please have 2 or 3 specials available to be focused at load-in. Get specifics from SM.
- Running lights: please provide running lights back stage and at the sound mix position during the run. i.e. Clip lights.

Read & Acknowledge _____ (please initial here)