

## TECHNICAL RIDER

The John F. Kennedy Center for the Performing Arts  
Kennedy Center Theater for Young Audiences on Tour

### *Knuffle Bunny: A Cautionary Musical*

PRODUCTION REQUIREMENTS / 2010 - 11 Tour

Updated: May 25, 2010

**This technical rider is an integral part of the contract between the Kennedy Center and the Presenter. Failure to meet all requirements may be deemed a material breach of contract, at the Kennedy Center's sole discretion. The Kennedy Center must approve any alterations to the technical rider in advance, in writing.**

#### LOCATION OF PERFORMANCE

- The production should be performed in a proscenium theater. Due to sightlines, lighting needs, and our desire for the highest quality production possible, the use of a modified thrust or concert stage must be approved by the Kennedy Center in advance of booking the production.

#### STAGE/FLIES/SOFT GOODS

- Proscenium stage with playing space minimum 30' deep x 32' wide x 20' high, with a minimum 3' upstage crossover.
- There needs to be at least **10' of empty wing space** on each side.
- The floor must be flat: the production **cannot** be performed on a raked stage.
- The floor should be wood, neither splintery, varnished, or waxed. All nails and staples must be removed, holes filled, unused floor pockets covered. Floor must be clean, swept, and mopped before load-in. A broom and mop should be provided.
- Masking: At least three if not four sets of black velour wings & borders.
- A Traveler or Full Black Curtain is needed for this performance. If one is not available, a discussion is needed to approximate one.
- Other specialty items will be provided by the Kennedy Center to be hung and rigged as specified in the electrics section, scenery breakdown and on the Light Plot.
- A Main Curtain will be closed for the start of the show. If there is no Main, or it cannot be used for the show, please inform us of this fact.

#### ELECTRICS

- The Kennedy Center will provide a lighting plot, hookup, and cue sheets. The show will look best if this plot is hung.
- Minimum: 96 - 2.4K dimmers.
- Computerized control board. Please confirm make and model of house board.
- **Lights must be hung, patched, colored and cues loaded (if applicable) before load-in. Failure to do so could cause significant delays in the curtain time. If this can't be done, then please call the Tour Production Coordinator.**
- The Kennedy Center will be arriving with several instruments / effects that will need to be hung, circuited and controlled through the light board. These may include rotators, data flashes, LEDES, blacklights and custom foot lights.
- The Kennedy Center will be traveling with a rear projection unit. Discussions with the show's TD and the Venue's TD will need to take place to ensure the proper fit on the stage. Information on a local media service for parts and replacement lamps would be helpful.

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#### AUDIO

- The Venue must supply a good quality house sound system including mixer, amplifiers and in-house PA.
- The Kennedy Center will be running this production on a portable SFX system. We will bring a laptop, a MOTU firewire audio console interface and a small mixer, as well as a receiver rack with 8 wireless microphones and all needed accessories. We will need to interface our SFX platform and mixer with the house system, and set up our wireless rack in your backstage area. **We will need to run our mixer from the house in order to balance the mics.**
- The Venue **must** supply an Intercom system (preferably Clearcom) with 6 stations, connecting stage manager, sound and light board ops, backstage right and left, and front of house.

#### DRESSING ROOMS/WARDROBE

- Two clean, private, lockable dressing rooms as per Actor's Equity regulations: with hot and cold running water, sinks, makeup tables with mirrors and incandescent makeup lights, chairs, bathrooms with showers, cot. The company has **2** men and **3** women in the cast.
- Washer, dryer, iron, ironing board, steamer.
- Easy access to dressing rooms from loading dock for rolling costume boxes/racks.
- Storage for costume / props boxes.
- Please recommend a good/fast dry cleaner in the area (directions & phone number would be appreciated).

#### TIMES

- Load and tech-in: Minimum **three and a half** hours (prior to half-hour call).
- Load and tech-in time may be longer depending upon theater's personnel, layout, and equipment.
- Ideally, load-in would be the night before the performance.
- Strike and load out: 90 minutes.
- All times of calls and breaks must be coordinated with Kennedy Center staff.

#### CREW NEEDS

- Six (6) general technicians are needed for load-in and load-out; they should be conversant in the house's electrics and audio. If truck loaders are needed in addition to the general crew, please notify the Kennedy Center.
- One (1) wardrobe person for all show calls as well as for Load-In and Out.
- Run Crew (3) (total unless union rules dictate otherwise):
  - Light Board operator
  - Wardrobe person / dresser
  - Flyman / Deckhand
  - Others as house or union rules require

#### LOADING/ACCESS

- Clear, level, and easy loading to the stage and dressing rooms.
- Parking for (1) 26' truck on the theater's grounds the entire time the company is in residence; parking for (1) 15-passenger van on the grounds while the company is in the theater.

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#### KENNEDY CENTER TOURING PHYSICAL PRODUCTION

- **Scenery:**
  - 4-5 open line sets for hanging scenic elements
  - upstage border to mask the top of video screen, which stands approx. 15'4" off the deck.
  
- **Properties:**
  - 2 large rolling boxes for props/puppets (3'W X 5'D X 6'H)
  - 2 rolling prop boxes (4'L X 30"W x 3'H)
  
- **Costumes:**
  - 2 large wardrobe racks
  
- **Sound:**
  - 1 laptop with SFX and MOTU interface
  - 1 small mixing board
  - 1 receiver rack for an 8 way wireless system
  - All needed accessories
  - 1 set of monitors if needed
  
- **Lighting / Effects / Misc.:**
  - Any rotators, data-flashes or specialty gear as indicated on the Light Plot
  - Tool box
  - Misc. road boxes / containers

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#### KENNEDY CENTER TOURING PERSONNEL

- The company tours with **5** actors (**2** male and **3** female) and **4** production staff (Production Stage Manager, Technical Director/Lighting Supervisor, Assistant Technical Director/Audio Supervisor, and Wardrobe/Props Supervisor).
- The company will need the option of having the Technical Director/Lighting Supervisor call the focus and run the lighting console, the ATD/Audio Supervisor mix the performance from FOH, and the Wardrobe/Props Supervisor be in charge of the backstage during the performance. In all instances we have **no** intention of displacing IATSE or other house technicians.
- Union Affiliations: Actors Equity Association; TYA contract.

#### FRONT OF HOUSE

- The presenting house will provide appropriate and adequate house management and usher staff.
- The Company will need to place a house board in the front of the house, as per AEA regulations.
- FOH personnel will be in contact with the company's stage manager regarding opening of house, late seating, etc.

#### OTHER

- Hospitality: bottled water (9 bottles per show), coffee, tea, milk, juice, soft drinks and light snacks would be appreciated.
- Access to a telephone backstage preferably in an office or a dressing room.
- 2 large prop tables.
- Backstage running lights.
- Safe secure lockup area for company valuables during the shows.
- Personnel lift or A-frame ladder adequate to focus the light plot.

#### KENNEDY CENTER PRODUCTION CONTACT

Owen Burke  
Tour Production Coordinator  
Production Office  
Kennedy Center  
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#### KENNEDY CENTER ADMINISTRATIVE CONTACT

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For the Kennedy Center

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For **Presenting Organization**

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Date

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Date