



For the performance/s in:

on:

Load in / Set-Up on stage etc.:

Please see also the tour list

(The time of commencement is subject to change)

To All Presenters and Presenter Technical Representatives:

Please find enclosed our Production Information Package that details the necessary information you will require in preparation for Cedar Lake Contemporary Ballet. This is a technical rider and does not constitute the full understanding of the engagement between Cedar Lake (Company) and the Presenter.

Both Cedar Lake and the Presenter prior to signing the engagement contract must agree upon the following technical information. The Presenter agrees to provide at its sole expense all of the following elements for the engagement. *Any variances to the following Technical Requirements must be negotiated directly with Anita Shah, Production Manager.* Both Cedar Lake and the Presenter must approve amendments to this rider. Cedar Lake will make every attempt to utilize existing venue inventories in order to reduce Presenter's cost; however Cedar Lake cannot compromise the artistic integrity of our program content.

In the event that the performance venue is different from the Presenter's facility, the Presenter assumes responsibility to forward this information to the appropriate venue representative for approval, understanding that the Presenter remains fully liable for the assurance that the venue meets all the following listed conditions.

The venue's technical specifications, along with a full inventory of all venue equipment must be received by the Cedar Lake Production Manager in advance of one hundred twenty (120) days of the anticipated performance.

Please do not hesitate to call or email if you have any questions.

Sincerely,

Anita Shah

Production Manager

Email: ashah@cedarlakedance.com



Contact information (next to NDKD):

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Venue Requirements

All facilities provided for Cedar Lake use must be secure and kept for exclusive use by Cedar Lake during the engagement including load-in/load-out time(s), rehearsal(s) and performance(s). Presenter agrees facilities must be clear of extraneous equipment, staffed appropriately, in good working order at time of load-in and maintained in good working order throughout the engagement. Presenter agrees that an agent/officer of the Presenter will be physically present (or immediately reachable by telephone) during the entire period of the engagement.

Temperature:

The stage area and dressing rooms should be heated to a minimum of 20° Celsius and to a maximum of 32° Celsius. The Cedar Lake Dancer Agreement prohibits performance when the temperature is in variance of the above temperature range.

Stage Requirements:

Minimum Proscenium Opening: 12,1m wide x 6m high

Minimum Stage Depth: 11m from Plaster Line to upstage most line set

Minimum Number of Linesets: 20 (Electrics and Soft Goods)

Minimum Height Clearance Offstage: 5m unobstructed offstage and in wings

Crossover Space Requirements: Stage level, upstage of last lineset or behind stage (*Not included in minimum stage depth.*)

Stage & Dance Floor

Stage floor must be constructed of wood and be sprung to provide flexibility or "give". Under no circumstances will Cedar Lake dance on a concrete floor or on a wood floor laid directly over concrete. The entire stage floor, from plaster line to US edge and from boom to boom, must be covered in black dance floor. For certain programs, other dance floors may also be required (see Program Specific Rider). The stage floor and dance floor must be laid prior to the company's arrival. The dance floor must be mopped before all classes, rehearsals and performances.

All stage areas, wings, crossovers, dressing rooms, loading area and passageways must be clean and free of all stored equipment, trash or tools. Additional carpeting may be requested depending upon the backstage area for placement in the off-stage-areas and walkways adjacent to the dance-floors.

Rigging Requirements:

Each batten must be able to move freely from grid to stage, counterweighted and have a 544kg workload. Each batten must be straight, level to the stage floor and accurately marked for Center Line. The counterweight system must have 4536kg of additional counter weight available. Please call extra weight loaders if an unusual weight-loading situation exists. Should no fly system exist, some means of hanging the show's soft goods, scenery and lighting equipment must be provided by the Presenter and approved by the Cedar Lake Production Manager. The installation of this hanging system must be completed prior to the start of Cedar Lake's load-in.



Soft Goods

Cedar Lake requires the Presenter to provide and hang the following soft goods according to the lineset schedule provided by Cedar Lake. The lineset schedule will vary depending upon the program. Soft goods may not be dead hung and must be able to fly in/out or track off-stage during the performance. All soft goods must be stretched with bottom pipe. Legs should be tied with at least two (2) ties back.

- Six (6) Sets of Matching Flat Black Legs measuring a minimum of 7,6m high x 3mwide
- Six (6) Matching Flat Black Borders measuring a minimum of 3m high x 15,2mwide
- One (1) Full Stage Flat Black Curtain with center split
- One (1) Full Stage Black Traveler
- One (1) Full Stage Opera Creamy White PVC Drop
- One (1) Full Stage Black Sharks-tooth Scrim
- One (1) Full Stage White Bounce

Additional soft goods may be required by program content. Please see Program Specific Rider for detailed information about the goods required.

Personnel Lift or Ladders

Cedar Lake requires there to be an electric personnel lift or A-frame ladder on casters on stage when the Company's production crew arrives. The lift or A-frame must be 9.2m in order to reach and focus all stage lights at trim.

Tech Table

A Tech Table is required in the center of the house for all Company technical rehearsals. The Tech Table must be equipped with two headsets, two lights and power and DMX for the Cedar Lake lighting console.

Loading Dock

The loading area must be cleared of all vehicles, snow, ice and any other obstructions prior to Cedar Lake's arrival. Presenter will supply any special means needed to efficiently move road boxes and equipment from the truck into the venue. Cedar Lake does not travel with a dock plate or a ramp.

Parking

If the Cedar Lake truck cannot be left in the loading dock area during the engagement a parking area will be required for the truck that is close to the theatre and easily accessible throughout the engagement. Any and all fees, penalties or tickets incurred by Cedar Lake while parked in these designated areas will be billed directly to the presenter.

Case Storage

Presenter must provide an easily accessible and secure storage space for all Company road boxes and cases.



Production Office

A space must be provided to serve as the production office. This space must have one telephone available for local/credit card calls and a high-speed Internet connection or accessible wireless Internet network available. The production office will be furnished with one 1,8m table and three chairs. There should be no public access to this area.

Dressing Rooms

Cedar Lake requires dressing room accommodations for eight (8) women and eight (8) men. Chorus style rooms for men and women are preferred. Two single dressing rooms for Artistic Director and Rehearsal Director are also requested. There should be no public access to this area. Each dressing room should include:

- 1m of counter space per performer
- One (1) chair per performer
- Lighted makeup mirrors for each performer
- Costume racks
- Adequate lighting
- Adequate power for multiple hair dryers, curlers, heaters, etc.
- Heating/Cooling per above specifications
- Immediate access to restrooms with hot and cold running water and showers
- Monitor/paging system

Rehearsal Studio/ Warm Up Space

The Presenter is requested to provide a rehearsal studio of at least 9m x 12m located in close proximity to the theater. The rehearsal studio should be equipped with an appropriate dance floor, mirrors, ballet barres, and sound system with a ¼” or RCA input. The Company takes class daily for a minimum of ninety (90) minutes. Should the schedule allow, the stage may be used for class and/or warm up so long as fourteen (14) meters of ballet barres are made available. Whenever possible Cedar Lake requests that dancers be allowed to stretch on stage during meal breaks.



Lighting Requirements

Presenter agrees to pre-hang Cedar Lake light plot prior to the Company's load-in. Pre-hang should include hanging and installing all lighting equipment, cabling, patching and verifying that all equipment is in good working order. The Cedar Lake Production Manager must receive inventory of the venue's lighting equipment and technical specifications in advance of one hundred twenty (120) days of the anticipated performance.

Light plot

Cedar Lake will provide a light plot and supporting paper work to Presenter eight (8) weeks in advance of engagement. The light plot can normally be adapted to the circumstances of each venue; taking into account but not necessarily limited by house equipment inventory. Cedar Lake will review existing venue inventory and rep plot (if applicable) and make a good faith effort to accommodate the venue's plot and inventory. If Cedar Lake deems the venue's available equipment to be inadequate, then the Presenter must provide the required equipment specified by Cedar Lake. The venue must provide curtain warmers. An adequate supply of cable, sandbags, Zetex, safeties, barn doors, top hats, color frames, iris units and donuts should be on hand at the venue. No substitutions may be made without consulting Cedar Lake.

Cedar Lake does not use a typical "repertory" plot. Plots are program specific as designs are tailored to each piece. Lighting inventory for each piece is listed in the program specific rider in the second half of this document. When creating a light plot Cedar Lake will do its utmost to be as efficient as possible in regards to house equipment inventory.

Basic Plot Specifications:

- 8 Overhead Electrics
- 1 Front of House Position
- 10 Booms
- Followspot as required

Lighting Console:

Cedar Lake travels with an ETC Ion console that is operated by Cedar Lake. The Presenter must provide two DVI monitors. Power and DMX should be run to touring console position for performances and to the tech table for rehearsals.

Atmospheric Effects

The Presenter will arrange for clearance from all applicable fire and safety offices and obtain any additional staffing as required for the use of Fog and Haze Machines. See Program Specific Rider for details on which programs require the use of such effects.

Expendables

The Presenter will provide all gels and templates as specified in light plot. The Company will provide all templates.



Audio Requirements

Sound System

The Presenter is expected to provide an adequate professional sound system free of noise, hum and hiss. The venue sound system should be of sufficient size and power to fill the auditorium or audience area with clarity and without overload. The system should be capable of reproducing full-range symphonic music at an audible level to the outermost seats without distortion or noise. Subwoofers are required. Audio/Video power should come from an isolated ground service.

Mix Position

To ensure proper audio presentation, Cedar Lake's Sound Engineer, along with the necessary operating equipment, must be situated in the audience area for all activities, including performances. Any windows or obstructions between the house mix position and the performing area must be removed, so that a wide, open air space may exist between the mix position and the performing area. There must be a clear and unobstructed view from the house mix position at all times. Under no circumstances is a closed or restricted booth, or a position located in the back-stage area acceptable.

Mixing Console

Cedar Lake does not carry a mixing console; a mixing console with a minimum of eighteen (18) working balanced inputs (line and microphone levels) must be available. Each channel must have sweep-able equalization and two or more auxiliary sends that can be assigned to send signal to a backstage area monitor system. Digital consoles (Yamaha, Digico) are preferred. Midas Venice and other high-end analog consoles are acceptable if a digital console is not available. The console will require the following inputs into the house system; left, right, center (summed left and right inputs is acceptable), stage left monitors, stage right monitors, any fills necessary (may also be summed from left and right feeds with adjustable delays) and program feed.

Speakers & Amplifiers

The audience system should be a full-range, "left, right, center" loudspeaker system with separate feed for subwoofers. This system should be capable of producing 100 decibel Sound Pressure Level (SPL) at the outermost point of the audience area with a dynamic range of 20 HZ to 20,000 HZ. The stage area monitor speaker system should consist of a minimum of four (4) full range speaker cabinets (split into stage left and stage right feeds) and with a dedicated amplifier system capable of producing 100 decibels SPL over the entire stage area with a dynamic range of 20 HZ to 20,000 HZ. The size and placement of the monitors must be appropriate for use by a dance company, preferably hung on booms. Cable should not be run across the deck.

Equalization

The system's house EQ should be set prior to Cedar Lake's arrival, preferably using a program such as Smaart or Spectra Foo to produce a pleasing sound and remove acoustical anomalies. Cedar Lake will do its best to respect the house EQ. The system should sound "good" before the company's arrival. If the house console is analog, a minimum of two (2) outboard one-third (1/3)



PRODUCTION RIDER – engl. 10/11

octave graphic equalizers should be located at the house mix position for possible adjustment of the stage monitors. If a digital console is used, adjustments may be made in the on-board EQ.

Playback

Cedar Lake travels with a Mac computer and a MOTU 828mkIII, which will output to the mixing console. A minimum of four balanced lines-in will be required to the console. In some cases as many as 8 lines-in will be required. Power to the MOTU must be grounded. Dual CD playback is also required. These CD players should be professional models with an Auto-Pause feature. Cedar Lake's Audio Engineer will run the show.

Communication System

Cedar Lake requires a nine (9) station Clear Com headset communication system. The house headset system should be free of all noise or hum and set up prior to the Company's arrival. Wherever possible, deck hand headsets should be wireless. Cedar Lake requires paging and program capabilities from the Stage Manager location to all dressing room and backstage areas (green room, wardrobe room, etc.)

Headset Positions:

- 2 Tech Table (rehearsals only)
- 1 Stage Manager (Stage Left)
- 1 Light Board
- 1 Sound Board
- 1 Fly Rail
- 1 SL
- 1 SR
- 1 Followspot (as applicable)

Microphones

Cedar Lake requires a microphone with an on/off switch ("God Mic") at the Tech Table for rehearsals and a microphone backstage for possible use in performances. Any program with a post-show audience Q&A will require additional microphones.

Scenery & Properties Requirements

Cedar Lake carries all scenery and properties necessary for the performance. Cedar Lake may require the venue to supply stairs from the stage to the audience dependant upon the program.

Projection Requirements

Dependant upon specific program being performed, projection may be required. Please see Program-Specific Rider for more details.



Wardrobe Requirements

Cedar Lake carries all costumes necessary for the performance. Due to the nature of wardrobe requirements, on multi-night engagements, the Cedar Lake Wardrobe Supervisor and local staff may need access to the venue outside of normal crew hours for the laundering of costumes.

Wardrobe Room

Cedar Lake requires a fully secured room centrally located to the dressing rooms with adequate power for two (2) steamers, iron, sewing machine, space heaters, etc. The Wardrobe Room will be supplied with a minimum of:

- One (1) Washer
- One (1) Dryer
- Two (2) Steamers
- One (1) Steam Iron
- One (1) Ironing Board
- Four (4) Sturdy Rolling Costume Racks -at least 1,3m long

Laundry Facilities

Presenter agrees to provide convenient facilities and personnel to launder Cedar Lake costumes as needed. If a washer and dryer are not available in the wardrobe room, the Presenter will provide transportation to and from the laundry facility, and any personnel and expenses to do so.

Quick-Change-Area

Depending upon the program, a quick-change booth at least 1,2 m x 1,8 m may be required for dancers to change in private in the SL and SR wing space. The quick-change booth should have a full-length mirror, chair, clip light and a rod for hanging costumes. Chairs and/or music stands may also be requested for quick-changes.



Personnel & Schedule

The load-in and technical rehearsal schedule is based upon the specific program, however the standard load-in and tech schedule is one day of load in/ focus and one day for tech rehearsal/performance. This schedule assumes a venue pre-hang prior to the Company's arrival. If the theater is not prepared per the Technical Rider prior to the Company's arrival, load-in and tech days will be adjusted accordingly. For outdoor venues, nontraditional performance spaces or other atypical locations, load-in and tech schedules will be determined by the Cedar Lake Production Manager after the site visit. Building and office/dressing room access should be available at least fifteen (15) minutes prior to the first call of the day.

Crew Requirements

The Presenter agrees to provide and pay for experienced, professional stage labor and wardrobe personnel. Crew may not change within a load-in call, load-out call, or notes/work call. Run Crew members for all performances and rehearsals must be the same throughout the full engagement. This is not a "yellow card" engagement, but IATSE members are favored.

The minimum crew calls below are for the entire engagement but may be subject to change due to local work rules, the condition of the venue and the repertory performed. These numbers do **not** include non-working department heads if required by local work rules. Cedar Lake working crew may consist of a Production Manager, Technical Director, Audio Engineer, Stage Manager, Lighting Supervisor and Wardrobe Supervisor.

Please Note: These call requirements are necessary for successful engagements. Any unauthorized variations in times or crew numbers, and/or delayed access may cause delays and/or cancellation of engagement at the sole liability of the Presenter. Cedar Lake production representatives will make every effort to complete their obligation, but WILL NOT risk the health or safety of ANY individuals in the event of a shortage. This includes (but is not limited to) unloading and loading of truck.

Minimum crew calls:

Load-In/Load-Out Crew:

6 Electricians
4 Carpenters/Props
2 Fly Rail (1 Fly, 1 Weight Loader¹)
1 Audio
1 Wardrobe
4 Truck Loaders²

Rehearsal/Run Crew³:

2 Electricians
4 Deck Hands
1 Fly Rail⁴
1 Audio
1 Wardrobe
1 Follow Spot (As Applicable)

¹ If more than one person is required to load weight on one arbor, please provide 2 loaders.

² If house crew can unload trucks, no separate loader call is required.

³ Run crew must be dressed in full blacks for all show calls.

⁴ If house curtain requires additional fly person, please add to all rehearsal and show calls.





Hospitality

Ice

Presenter will provide a supply of 2.3 kilos of ice per rehearsal performance in the backstage area. The ice will be in an easily accessible cooler for the performers in case of injuries. Frozen gel packs are an acceptable alternative to ice.

Water and Tissues

The presenter will provide bottled water or water coolers with a sufficient supply of drinking cups in the dressing rooms, backstage area (both stage right and left) and rehearsal spaces any time the Company is present. Tissues should be available in dressing rooms and backstage stage left and stage right.

Front of House

Act Timings

The house should open one half hour before the scheduled performance time. The house should not open without the consent of the Cedar Lake Stage Manager. Cedar Lake typically performs with two (2) intermissions of twenty (20) minutes each.

Late Seating

Cedar Lake performances begin at five (5) minutes past the scheduled time in order to accommodate latecomers. Additional holds should be coordinated with the Cedar Lake Stage Manager. Late seating may occur during intermissions and as indicated specifically for each piece in the program in the Cedar Lake advance materials.

Pre-Show Announcements

Cedar Lake must approve all curtain speeches and live or recorded pre-show announcements except those pertaining to audience safety.

AGREED

Contact us **ON TIME** if you have any questions because of the tech requirements. Please send us your plots (if we do not have these) in a VectorWorks or AutoCad file.

Please be so kind and send us back one undersigned copy of these requirements.

BY _____ Date _____
Anita Shah, Production Manager
Cedar Lake Contemporary Ballet

BY _____ Date _____
Presenter

BY _____ Date _____
Venue Representative/Production Manager