

SPRING

THE



Technical Specification and Conditions of Use

Updated: July 2018

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1. Introduction and contacts

This information pack is supplied to aid the planning of productions at the Spring. It contains information on lighting, sound and health and safety regulations. Please read it thoroughly and ensure that you fill in the short questionnaire enclosed and return it no later than two weeks prior to the performance. We hope you find it useful and would like to assure you that all of The Spring staff are dedicated to the smooth running and support of your production.

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2. How to find us

The Spring Arts and Heritage Centre
 56, East Street
 Havant
 PO7 1BS

2.1. **From London**

Distance: 73 miles

Take the A3 from London; travel south; the A27 joins the A3; go east; ignore the first Havant turning; turn off at the next exit for Emsworth; go down the slip road and turn left; carry straight on at the traffic lights and over the humpback bridge; The Spring Arts & Heritage Centre is on the left just after the bridge.

2.2. **From Southampton**

Distance 23 Miles

Travel east along the M27 and onto the A27; the A27 joins the A3; go east; ignore the first Havant turning; turn off at the next exit for Emsworth; go down the slip road and turn left; carry straight on at the traffic lights and over the humpback bridge; The Spring Arts & Heritage Centre is on the left just after the bridge.

2.3. **From Brighton**

Distance 42 Miles

Join the A27 heading west; take the Havant/Emsworth exit; go down the slip road and take the fourth exit under the fly over; take the Havant exit; carry straight on at the traffic lights and over the humpback bridge; The Spring Arts & Heritage Centre is on the left just after the bridge.

3. Lighting

3.1. Pre-rig

Due to the theatre space being in constant use we **cannot** pre-rig shows. Please take note of our Fixed Rig Plan and contact us should you have more specialised requirements.

3.2. Gel and Gobos

We have a limited supply of colour and gobos, so please bring your own if possible. Please contact us if you are not able to bring your own supply.

3.3. Control

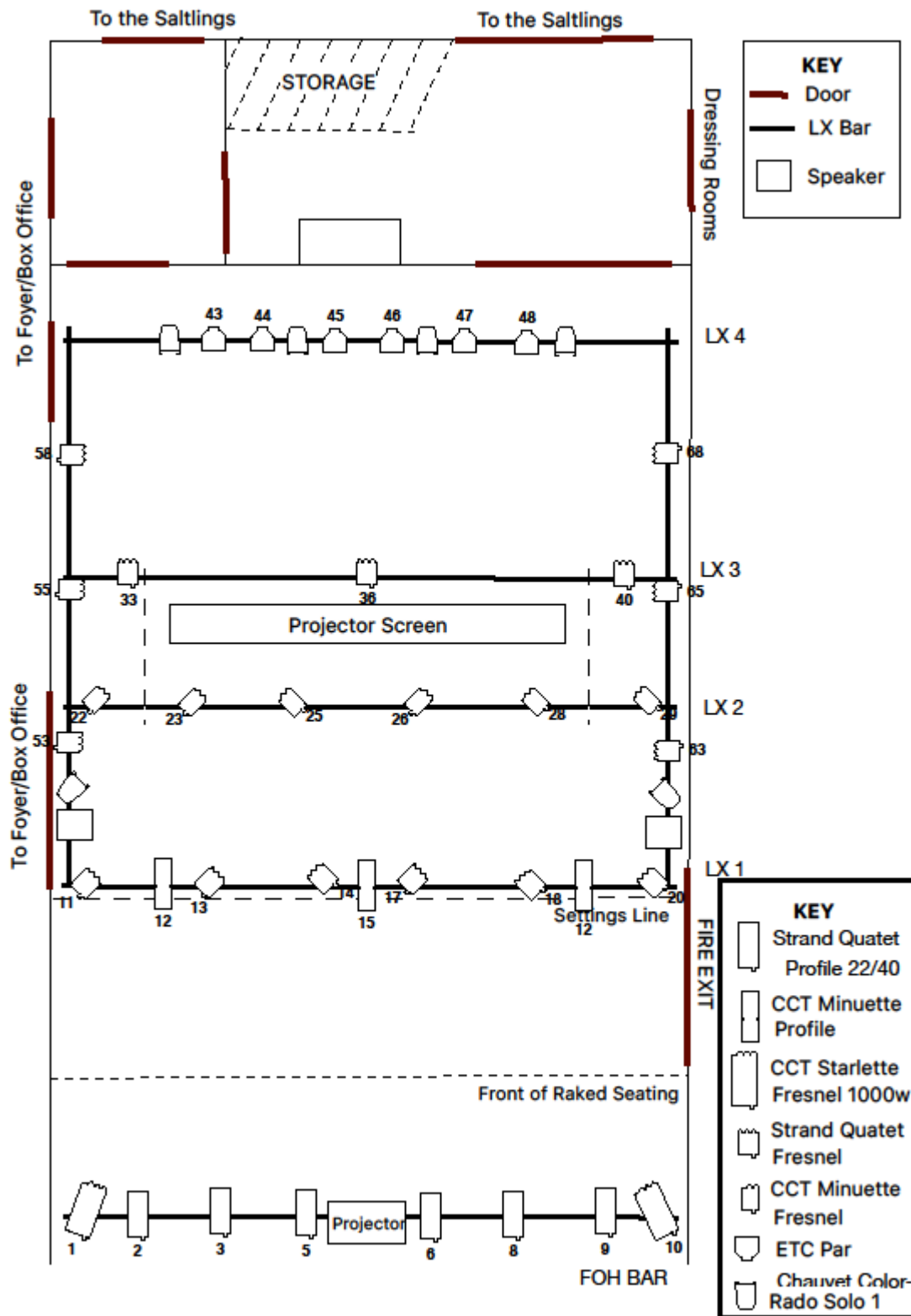
Lighting desk Zero 88 FLX S24
 Dimmers 4 x Zero 88 Betapacks III
 6 channels; 10 amps per channel, 5 amps per socket

The dimmer supply is a single phase 63 amp supply. Care must be taken not to overload the system!

3.4. Lanterns

Fresnels	8 x CCT Minuette 500W 8 x Strand Quartet F 650W 3 x CCT Starlette 1000W
P.C.	4 x Strand Quartet PC 650W
Profiles	1 x CCT Minuette Narrow 500W 2 x CCT Minuette Wide 500W 6 x Strand Quartet 22/40 650W
Parcans	8 x ETC source 4s HP 575W 4 x Par 64
Strobe	1 x Pulsar Jumbo
LED	6 x Chauvet Colorado Solo 1

3.5. Fixed Rig

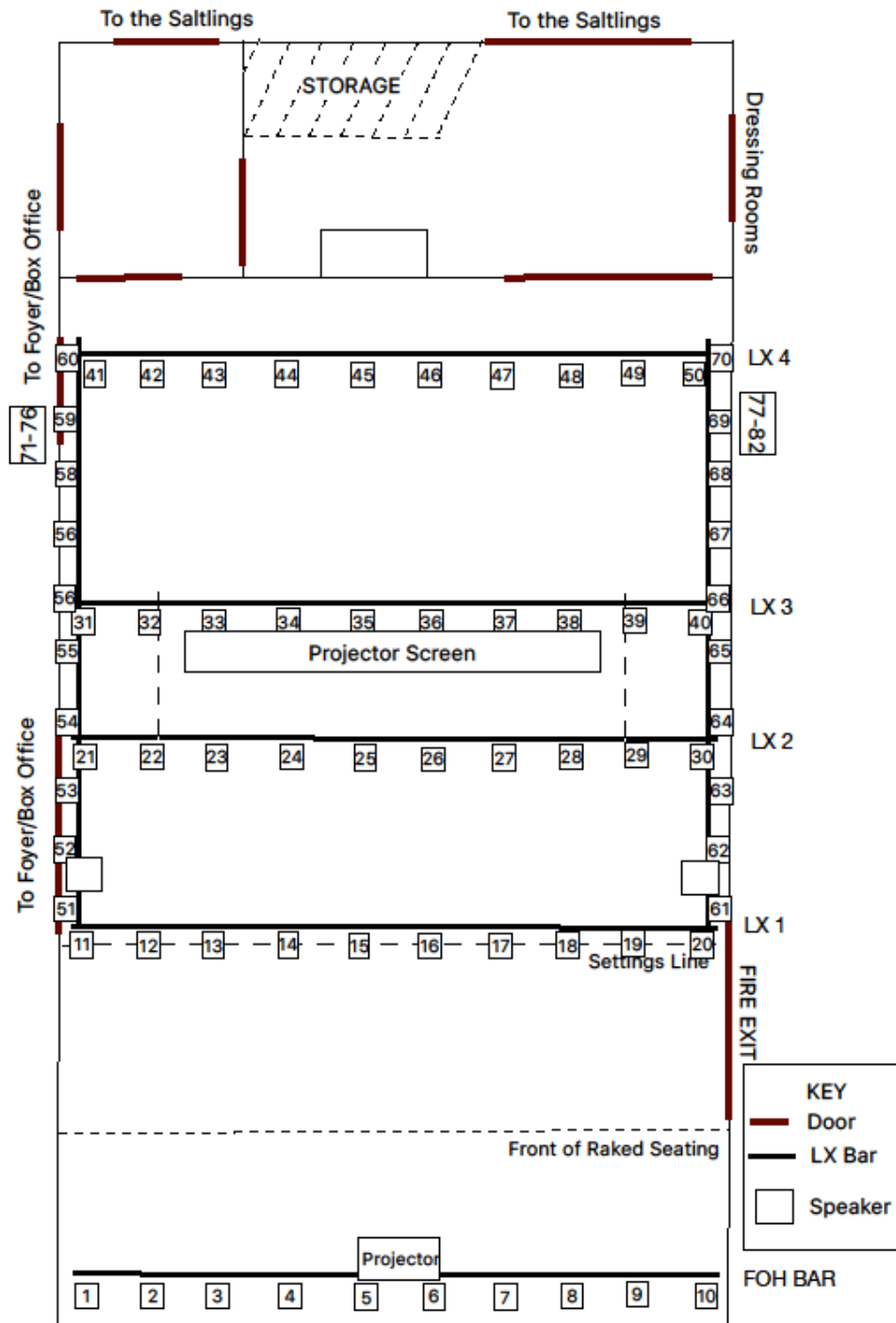


3.6. Weight loading

The seven lighting bars have a maximum of **100kg** loading each and no more than 30kg every 1 meter.

3.7. **Patching and connections**

The lighting grid consists of seven internally wired bars each with ten sockets rated 15A. In addition, there are two stage boxes at low level stage left and right. Each one houses six 15A sockets. The 15A sockets in the theatre are patched to the o/p of the dimmer channels via 15A plugs inside the control room. The stage right box also has a DMX I/p.



4. Sound

4.1. Control

1 x Mackie CFX 16 Desk (16 channels; 2 stereo line; 2 auxiliary sends; 3-band equalisation and phantom power)

1 x Alan and Heath GL2200 – 32 channel (secondary console)

4.2. Amplification

Yamaha H3000 Stereo Amplifier, 350W per channel

4.3. **Speakers**

2 x Electro-Voice Sx200 300W (flown) and 1 x Electro-VoiceXp200A system controller
3 x Active Mackie SRM450

4.4. **Playback**

1 x Denon CD player an 1 x Sony MDS-E11 Mini Disc

This is our standard theatre set up please contact us should you require more speciality for your production.

4.5. **Microphones and DIs**

3 x SM58
1 x SM48s
1 x Sure Beta58a
8 x SM57
5 x DI Boxes

4.6. **Live sound equipment**

For live sound events there is a sound system which is capable of giving an excellent sound to all of the auditorium, hum, buzz and pop free. Sound equipment below is used:

1 x Alan and Heath GL2200 – 32 channel
2 x GAE PS151T tops
2 x subs to match tops
1 x Chevin Research A1000 amp (tops)
2 x QSC PLX2402 2400w amp (subs)
1 x DBX Driverack PA Loudspeaker control system
Above will only be supplied if known in advance

4.7. **Mix position – for live events**

We are able to reserve seats in the auditorium for live sound events, but there is only space for a sound desk and one operator.

If you require these seats reserved, we **must** know in advance when making your booking!

4.8. **Projector and screen**

There is a NEC PA522U projector permanently installed on LX1, this is capable of projecting to the screen located between LX2 and LX3, the screen size is 198 x 347 and is controlled in the control room. The projector is also capable of projecting onto the cyc. There are two HDMI feeds into the control room and one VGA downstage left.

4.9. **Patching and connections**

There is a stage box located stage right with 24/8 these run back to the control room, where they can be used in the control room and at mix position in the auditorium for live sound (this has to be discussed in advance if wanting to use the live sound position).

There are six Speakon sockets in the theatre. Four are situated downstage left and right and upstage left and right at about 4.1 m high. Two more are fitted in the stage boxes left and right. All speaker sockets are tied directly to the control room.

4.10. **AV monitoring**

The stage is fitted with a front view camera which leads to the control room, where the feed is split to backstage, both dressing rooms and to front of house. There is also a live sound feed of the stage to backstage, dressing rooms and front of house.

5. **Stage**

The stage is a black box with end-on seating raked from performance area level. Black drapes surrounding the performance area with no legs. Get-in direct from side of stage via a ramped loading bay.

5.1. Stage Dimensions

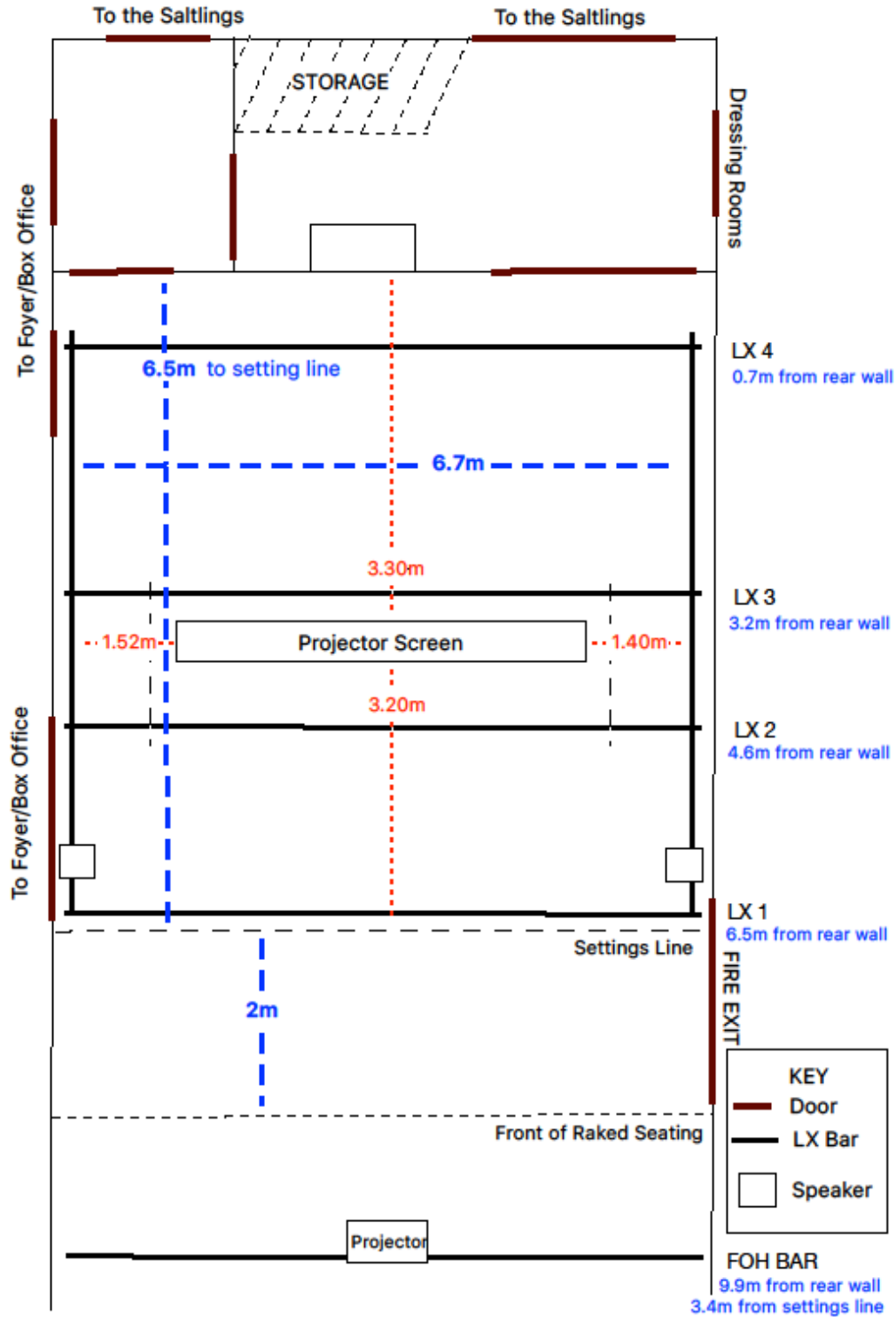
Depth: 6.5m (to setting line) / 8.5m (to front of raked seating)
 Width: 6.7m
 Height: 4.1m to Lx grid

Theatre dimensions to our retractable film screen

Rear wall to screen face	3.30mtrs
Setting line to screen face	3.20mtrs
Stage right wall to screen	1.52mtrs
Stage left wall to screen	1.40mtrs
Floor to bottom of screen	1.00mtrs

Lx Bar positions and Distances

FOH bar	3.4mtrs from setting line
Lx bar 1	6.5mtrs from rear wall (setting line)
Lx bar 2	4.6mtrs from rear wall
Lx bar 3	3.2mtrs from rear wall
Lx bar 4	0.7mtrs from rear wall



5.2. **Stage Equipment:**

10 x Stage weights
 6 x stage braces
 20 x 2mx1m NivoFlex stage deck
 2 x 2mx0.5m NivoFlex stage deck
 1 x 1mx1m NivoFlex stage deck
 All stage deck can be at the heights of 300mm, 600mm

5.3. **Additional equipment**

Additional sound, lighting and stage equipment may be hired for the performance by special arrangement subject to availability. Please contact us with any requirements. If you are supplying your own additional sound and lighting equipment, please state what you are bringing in the production questionnaire. All extra equipment being supplied **MUST** be PAT tested!

5.4. **Backstage and dressing rooms**

Stage left and right are accessible via backstage crossover, this crossover is also linked to two dressing rooms, and each dressing room has a capacity of 8 people. The main dressing room is equipped with an iron and ironing board, tea and coffee facilities and has a toilet and separate shower. The stage, dressing room, shower and toilet facilities are fully accessible.

There is to be **NO** Flying in the theatre

6. Conditions of use

- Fire exits and their signs must not be obscured.
- Exits, gangways and corridors must neither be obstructed, in any way, nor reduced in height or width. Any obstructions will be removed.
- All cables must be laid so as not to constitute a hazard to the public or performers.
- All doorways must be kept to a minimum of 1.4mtrs.
- The visiting company must neither alter in any way the fixtures, fittings or fabric of The Spring nor fix any part of their set or properties to The Spring or its property without permission.
- Smoking is prohibited in all areas including performance areas (permission may be granted through licence only)
- Naked flame including candles & lanterns is prohibited in all areas.
- Pyrotechnics are prohibited.
- The use of special effects, smoke/haze, sharp implements, guns (and replicas), strobe lighting, loud bangs and anything that could affect the safety of the performers or the audience must be listed in the questionnaire at the back.
- Requests for special effects must be received four weeks before performance. All costumes, scenery, properties, furniture and other equipment used for a production must be constructed in an approved manner, and of suitable materials. **Fireproofing is essential.**
- All electrical equipment used during a performance must conform to the definition of electrical safety set in the Safety at Work Act, and P.A.T. tested. Any item deemed unsafe by current regulations will not be used.
- No person under the age of 16 years may be present at a get-in.
- No drinking or eating in the control room/lighting box.
- No food to be left in the backstage area or dressing rooms unless in suitable containers / storage
- The control room/lighting box must be cleared of all rubbish during the get-out and the theatre and its equipment returned to their original working state.
- Access to roof void strictly prohibited.
- A fire risk checklist will be provided, to be completed before the performance starts.
- The use of power saws or sanders is prohibited within the building, due to dust contamination and increased fire risk.

A full production risk-assessment must be received a minimum of two weeks before the performance

Spring staff have the authority to ensure conformity to all of the above.

7. Production questionnaire

Company name
Name of Production
Name and contact details of Technical Director
Name and contact details of Technicians

Dates and Timings

Get-in:
Date
Times
Duration

Get-out:
Date
Times
Duration

Dates of performances
Times of performances
Time of interval and duration

Details

What is your policy on latecomers?
Who will be responsible for first aid?
If the performance involves any of the following please tick them and include them in your risk assessment :-
Supply & use of additional sound / lighting equipment & quantity
Raised platforms/stage blocks
Suspended scenery (inc weight)/props
Stroboscopic effects
Smoke/Haze/Fog generator
Loud bangs
Stage fighting
Sharp implements
Replica firearms & weapons
Do you agree to the conditions of use?

Please sign and date: