

Bach Tots: Performing Arts for Babies, Toddlers and Young Children
Calgary, Canada
Big Buggy World: A Puppet Ballet
Technical/Hospitality Requirements

COMPANY

- Cast of four performers and one stage manager and a director (total 6 persons).

RUNNING TIME

- 25-30 minute show, with 15-20 minutes of interactive creative movement and drama workshop onstage with children.
- Ideal audience sizes vary from 50 to 200 (adults, children, babes in arms)

ACCESS

- Bach Tots' Project and/or Stage Manager will contact the venue in advance of the engagement to confirm the company's arrival time, technical requirements, and to answer any questions. Please provide technical and hospitality contact information.
- Set-up and tear down of set is relatively simple, and can be completed by the cast and stage manager as long as the space is fully configured. A technician with knowledge of working video projection is required. 1-2 extra people to help load-in & out would be welcomed.
- Lighting tech and sound tech are needed for the running of the show (lights, sound and video projection). Alternately the company Stage Manager can run sound.
- Stage area, loading doors and dressing rooms need to be cleared to allow the company to set up upon arrival and up to 90 minutes following the performance. Transportation of freight to venue must be provided.
- Stage should be swept and mopped just prior to the company's arrival.
- No food or beverages should be permitted on stage.
- **Set-up: 1.5 HOURS plus ½ hour house. Strike: 60-90 minutes.**
- We require advance notice of any striking and resetting when our set is in place overnight.

ENVIRONMENT

- We support a family friendly environment, tolerant of minor interruptions, late entry, early exit, accessible and inviting to young children ages 0-6. Children are welcome to explore our set and props upon their arrival to the stage under artist supervision. We support having babies and toddlers attend our performances, and can make recommendations as per ticketing policies.

PHYSICAL REQUIREMENTS

- **DIMENSIONS OF STAGE -- 28' x 20' or larger stage is preferred.** May be able to accommodate slightly smaller stages depending on design and layout. These dimensions refer to an unimpeded space, free of hanging lights or heating ducts. A stage that is not raised, or can easily be accessed by audience is preferred, but we can customize the interactive around the stage.
- A darkened auditorium is necessary and a black stage floor preferred.
- A projector and video projection screen approximately 8' h x 8' w is needed. Company may alternately be able to provide a projector if venue cannot.
- A dance floor is preferred (Marley). If marley cannot be provided stilt dancer may be omitted, as well as ballet pointe.

- Show uses a self-supporting, free standing set.
- House masking is customizable. Side or back wings preferred, but not necessary if unavailable.
- Good ceiling and lighting grid clearance needed to accommodate a projection screen and backdrop panels, and a stilt performer. Stilt performer is negotiable to show if venue does not have adequate clearance, or lighting to adequately light stilt performer.
- One or two dressing rooms for three artists. The rooms should have mirrors, chairs, tables and lights. They should be clean, well lit, lockable and ready for the company upon arrival and up to 120 minutes after the performance.
- Toilets and sinks, with paper towels and soap, must be in close proximity.
- Availability of stage weights.

ELECTRICAL/LIGHTING

- The company **REQUIRES** the following:
 - A general lighting wash, with blue, reds and specials (centre, centre L and centre R)
 - Video projector and projection screen min of 8' w x 8' h
 - A professional lighting technician to operate the venue's lighting and projection
 - A small dimmable house plot. A lighting plot of the show will be provided to the Stage Manager before arrival. Lighting focus, levels and cuing will be determined on set-up day.
- Please pre-hang all lights whenever possible.

SOUND

- The company will use the house sound system and requires the service of one professional sound technician to operate the venue's sound. If venue is smaller, sound could also be run by company Stage Manager.
- We will provide a laptop with sound loaded, that can plug into sound system.
- Depending on size of venue, we may or may not need a hand held microphone.
- In addition to the theatre sound system, a backstage speaker may be needed so the performing artists can adequately hear the music being amplified to the audience, depending on the speaker configuration in the theatre.
- **It is important that all sound be set up and operational before the company arrives.**

HOSPITALITY

- Accommodations; (when applicable, per contract agreement) 6 single hotel rooms of 3-star quality or better, within a 20-mile radius of venue. Suited hotel rooms, with private sleeping rooms can be provided as well. Presenter agrees to advance hotel details to the company directly, no less than 3 months prior to performance date.
- Ground travel as needed.
- Plenty of bottled water or potable water source and coffee/tea should be made available.
- The presenter is to supply a light lunch (i.e. veggie/fruit platter, soup, sandwiches). Please confirm any dietary restrictions with the stage manager prior to arrival.
- Per diems for breakfast and dinner will be provided as per contract agreement

TRAVEL AND FREIGHT

- Costumes, set and props can generally travel on the plane with us, although subject to additional luggage and oversized luggage fees

- Premium economy tickets will be requested for long haul flights (over 8 hours).
- For local engagements, if travel is required outside the hours of 8:30am-5:30pm the day of the show, additional travel days will be booked, and are subject to overnight accommodation.

MEET AND GREET

- The artists enjoy mingling with the audience before the show. At the end of the interactive session with the children after the show, the artists will give the children a signature coloring page or sticker. Photos are always permitted.

IMPORTANT

- The payment cheque, house counts and any relevant publicity materials (posters, programs, press releases, etc.) must be made available to the stage manager **before** the company's departure. Payment schedule will be outlined in contract. An early travel deposit may be required prior to booking travel.
- **Photography and video are prohibited during the show, but permitted in the interactive portion of the show.**
- The company may have merchandise (TBD).

FOR MORE INFORMATION

- We can be reached by telephone at +1-403-971-0108; by email at jpeters@bachtots.org