



Technical Specifications Main House

The Courtyard, Edgar Street, Hereford, HR4 9JR

Updated June 2019

BOX OFFICE **01432 340555**

courtyard.org.uk



Contact Details

Carl Hulme
Technical & Production Manager
carl.hulme@courtyard.org.uk

Richard Loveridge
Technician (Sound)
richard.loveridge@courtyard.org.uk

Conall Hulme
Technician (Lighting)
conall.hulme@courtyard.org.uk

Nicholas Acons
Technician (Stage)
nicholas.acons@courtyard.org.uk

Simon Nicholls
Head of Film
simon.nicholls@courtyard.org.uk

Lucy Hemmings
Technical Admin Assistant
lucy.hemmings@courtyard.org.uk

techadmin@courtyard.org.uk
Direct Line: 01432 346 508



Stage

Measurements	Proscenium Width	10m
	Proscenium Height	7.6m
	Grid Height	9.8m
	Setting Depth	11m from stage edge
	Stage Height	1m
	Stage Left Wing	7.6m
	Stage Right Wing	5.2m

All measurements in metres.

Access Access is via roller shutter dock door from the car park. Vans can be backed directly into the loading dock. Flat load in from car park, through dock to stage. Dock door measures 5m high by 3m wide.

Masking Red House Tabs on Counterweight 1 operated by a pulley from Stage Left
Red House Border on Hemp Set 1

Black Hard Masking Flats	8
Black Borders w/out fullness	4
Black Legs w/out fullness	4
Black Backcloth w/ fullness	2
<small>Made up of 2 black cloth. 6x6m</small>	
Star Cloth	1
<small>Permanently rigged on counterweight 22</small>	
White Cyclorama	1
<small>Permanently rigged on counterweight 21</small>	
Stage Weights	10

Flying Single Purchase Counterweight 22
3 Line Hemp Sets 15

Flooring Marine ply stage floor painted black – no rake. Stage floor may not be painted but may be screwed into if required. If extensive damage is done to the floor the visiting company shall be charged for repair work and repainting.

Black dance floor – please call to discuss.

Prompt Desk Located stage left, includes camera feed of stage, show relay & calls to backstage, comms and cue light control system.



Comms 2 ring cans system, 6 Belt Packs patchable at various points
14 Cue Lights patchable at various points.

Dressing Rooms

Dressing Room 1	2 people, Ground Floor
Dressing Room 2	15 people, First Floor
Dressing Room 3	8 people, First Floor
Dressing Room 4	8 people, Second Floor

All dressing rooms have a shower and WC facilities
All dressing rooms have show relay and calls via the Prompt Desk.

Green Room Fridge, microwave, kettle, iron and ironing board.
Washing & Drying facilities available and may be subject to a charge of £2.50 +VAT per load.

Vehicle Parking Parking available on site however a parking pass MUST be obtained from either the Duty Technician or the Box Office. Failure to display a valid parking pass may result in a fixed penalty notice for which The Courtyard accepts no responsibility.

Safety

All sets used at The Courtyard must be either class 1 or fireproofed with a recognised brand of flame retardant. The Courtyard reserves the right if necessary to refuse any item if we feel any Health and Safety regulations have been compromised.

All flying at the Courtyard must be carried out by a member of The Courtyards Technical Team; The Courtyard may also permit a suitably qualified technician to operate the flying system at the discretion and supervision of the duty technician.

All electrical equipment bought into the theatre must have a valid PAT sticker on it. Any equipment not compliant will be checked by a member of the courtyard at a rate of £4.00 per item, the cost of any subsequent repairs will be passed to the visiting company.

All risk assessments must be made available to the courtyard upon arrival so copies can be made and kept by ourselves.

Staffing

Get In & Fit Up

The Courtyard will provide for the get in (excluding exceptional loads and heavy mechanical equipment) up to a maximum of 2 persons and 8 single hours.

If the get in takes place on a Sunday, each hour worked will count as time and a half. Bank holiday, each hour worked shall count as two hours single time.

Normal get in hours are 9am – 1pm & 2pm – 6pm, any hours outside these times may be charged to the contra account unless otherwise agreed by the resident manager.

The Courtyard reserves the right to determine the maximum number of staff and hours necessary for a safe and efficient get in.

The visiting company shall be charged for all persons in excess of 2 and for all hours in excess of 8 single time hours.

Show Call

The Courtyard will provide 2 resident performance staff. These persons are available 1 hour 30 minutes prior to and 3 hours 30 minutes from the advertised performance start time. During the performance one technician shall be acting as Duty Safety Officer, located on stage, and therefore must be free to deal with emergency situations and so is not available for show work. The second technician available can be used by the company as a Sound or Lighting Operator. The visiting company shall be charged via the contra account for all additional hours and staff deemed necessary.

Get Out

Two technicians shall be provided for **one single hour from curtain down**. Larger performances who's get out exceeds 1 hour or have a specific lighting rig (requiring a re-rig) shall be charged at an hourly rate of 1.5 times per hour per person for a minimum of two people and four hours, currently £192.84 +VAT.

Shows that have a 38' – 50' trailer are chargeable per person per trailer at £73.30 +VAT

The above applies to shows contracted with The Courtyard and Production Company.

Please be aware that additional staffing and equipment charges may apply to hirers of the venue, please get in touch to discuss.



Lighting

Control	ETC Ion w/ 2 Touchscreen Monitors 2 Fader Wings w/ 20 faders per wing Apple iPad focus remote	
Dimming	160 ADB 2.5kW dimmers 88 circuits located FOH, 72 circuits located overhead	
Lantern Stock	ETC Source 4 Zoom 15/30	20
	16 permanently rigged on FOH bridge.	
	ETC Source 4 Zoom 25/50	4
	ETC Source 4 50 degree	2
	ETC Source 4 Fresnel	18
	ADB 1kW Fresnel	8
	Par 64 Parcan	50
	Par 64 Floorcan	6
	Parcans are fitted with CP62 lamps, some CP61 are available, please get in touch to discuss.	
	Robert Juliat Foxie Followspot	2
	An extra charge will be made for followspot staff / bridge safety staff.	
	Martin Mac 500 Moving Light	4
	An extra charge may apply, please get in touch to discuss.	

There is a limited selection of Gobo Holders & Irises
8 Booms are also available on prior arrangement.



Sound

Control	Yamaha CL3 64 Channel Desk 32 Channels from on-stage patches via Rio located in Sound Box. 16 Channels from Rio located in Stage Left wing. Dedicated mini-jack input for iPod / mp3 playback.
Mix Position	Desk is permanently located in the control room at the right of the stalls, auditorium right. There are no windows in the control room. The auditorium desk position is directly in front of the control room in the stalls. For this position seats have to be removed. Our CL desk can be moved to this position only by prior arrangement.
Processing	Built in desk EQ & FX
Playback	CD Player 2 Mini Mac w/ Qlab 1 full Audio/Video PC w/ SCS control 1 Mini Disk Player 1
FOH Speakers	L'Acoustics Arcs Focus 2 Flown above proscenium, 1 left/2 right L'Acoustics Arcs Wide 4 Flown above proscenium, 2 left/2 right L'Acoustics SB18i Sub 4 Flown above proscenium, centre. L'acoustics 5XT Fills 6 L'acoustics 8XTi Delays 2 Rigged off back of FOH bridge covering gallery.
Foldback	HK Audio Premium Pro 12" 4 Additional foldback may be available by prior arrangement, please get in touch to discuss.
Microphones	A limited number of microphones, stands, D.I. boxes and cables are available, please get in touch to discuss requirements.
Hearing Loop	An Infrared hearing loop is available at all times.