

LESTER B. PEARSON THEATRE

TECHNICAL SPECIFICATIONS

150 CENTRAL PARK DRIVE

BRAMPTON, ONTARIO

L6T 2T9

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## CONTACT INFORMATION

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<i>Box Office Services</i>	Catherine Cubitt	(905) 874-2844 ext: 62802
<i>Theatre Experience Coordinator</i>	Toni Anderson	(905) 874-2844 ext: 62815

## FIRE SAFETY

The Lester B. Pearson Theatre complies with all applicable Municipal, Provincial, and Federal regulations regarding fire safety.

The Theatre and the City must approve blocking or changing any exit pathways or aisles used by the public. The Theatre and the City must approve any plans to alternate seating.

The Lester B. Pearson Theatre has strict guidelines regarding the use of explosives, fireworks, sparklers, incense, incense sticks, candles, open flame or cigarettes on stage. If you are planning to use pyrotechnics of any kind, you must contact the Technical Department at least sixty (60) days prior to your arrival at the theatre. Failure to do so will result in pyrotechnics not being permitted. All open flames or pyrotechnics will require Theatre approval and an Ontario certified pyrotechnics technician. All permits and correspondence with Fire Services are the sole responsibility of the renter.

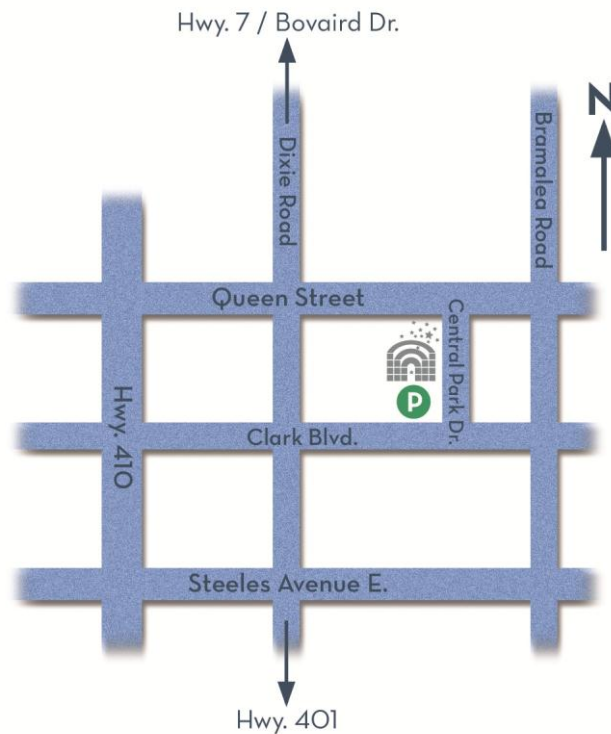
All exits must be kept free and clear at all times. No costumes, properties, etc are to be hung from fire equipment, emergency lighting fixtures or backstage equipment, including dressing room lights, at any time.

Please note that all materials must be flame retardant and you must be able to present the required certificate upon request.

In the event of a fire alarm or other emergency, all visiting personnel are to take direction from the Rose Theatre staff regarding fire regulations, policies and procedures.

The Lester B. Pearson Theatre is a non-smoking facility. All visitors are required to abide by this rule without exception.

## PARKING



The Lester B. Pearson Theatre is located within the Bramalea Civic Centre. The majority of parking spaces within the lots closest to the Civic Centre are designated for permit parking from Monday to Friday, between the hours of 6am and 5pm. Outside of those hours, visitor parking is permitted in those designated spots.

There are also a limited number of visitor parking spots available within a three-hour limit.

Vehicles with no permit, or exceeding the three-hour limit in designated visitor parking spots will be tagged or towed at the owner's expense.

If the visitor parking area is full, additional Civic Centre customer parking is available in the lot off of Clark Blvd, west of Central Park Drive. No permit is required for this lot.

## FRONT OF HOUSE INFORMATION

### SEATING CAPACITY

#### Seating Capacity: 470

- (466) – Standard Seating
- (4) – Wheelchair Access

Please contact Box Office Services if certain seats should not be sold, have limited visibility, or are required for production elements.

### SECURITY

There is a 24/7 security office in the Civic Centre lobby, directly across from the audience entrances to the theatre. Additional security may be deemed necessary on a show by show basis and will be determined in advance.

### USHERS

City of Brampton Theatres make every effort to provide volunteer ushers at no cost to the client. In some instances, staff ushers may be required. Responsibilities of the ushers are as follows:

1. Greeting all patrons
2. Complimentary coat check attendants
3. Taking tickets
4. Handing out programs to patron
5. Accompanying patrons to their seats.
6. Seating latecomers in between numbers only or at the discretion of the Front of House Manager.
7. Being aware of all fire exits and fire pull stations.
8. Assisting the Front of House Manager with patron evacuation in the event of an emergency
9. Answer any inquiries from patrons to the best of their ability.
10. Following the direction and guidance of the Front of House Manager.

### SALES / PROVISION OF MERCHANDISE

Please be advised that all merchandise sold is subject to a commission rate. The payment of **10%** commission of the sales (if renter provides a seller) or **15%** commission of the sales (if the theatre provides the seller) is to be reconciled with the Front of House Manager at the end of the engagement.

Should your sales be part of a fundraising event the **10%** or **15%** commission rate may be waived by submitting a written request for approval **prior to the event.**

## SALE / PROVISION OF FOOD AND BEVERAGES

If food is being provided to the public during an event at the Lester B. Pearson Theatre, both Event Organizers and Food Vendors / Caterers must submit an application form to Peel Public Health at least four weeks before an event. Please click on the following links:

- [Special event application for event organizers](#)
- [Special event application for food vendors](#)

A client can include selling or serving food as an aspect of their event provided that the food vendor adheres to the established standards and requirements set forth by the Region of Peel. More information can be found by clicking on the following link: [Food Safety](#).

The food must come from an inspected facility (**no home prepared foods**). In addition, the following handling requirements are enforced:

- **Non-hazardous, pre-packaged foods** (eg. chips, nuts, chocolate, etc) – no temperature control requirements.
- **Non-hazardous, non-pre-packaged foods** (eg. bagels, croissants, popcorn, French fries, etc) – no temperature control requirements, but the foods need a sneeze guard/cover and clean serving utensils (eg. tongs, napkins)
- **Hazardous, pre-packaged foods** (eg. cheese, ice cream bars, etc) – **ARE NOT PERMITTED.**
- **Hazardous, catered / self-serve foods** (cooked chicken, buffet-style rice, chicken salad sandwiches, etc) – **ARE NOT PERMITTED.**

The above are only examples and depending on the type of food, quantity, length of time, etc., requirements may change.

If the foods are self-serve, there is no requirement for a hand washing basin with running water at the lobby. However, if someone is serving the foods (eg. the caterer), then a hand washing basin with running water is required right where the food is.

**A client is not permitted to sell beverages at their event.** Those found disregarding this requirement will be immediately shutdown.

For the latest policy regarding commissions on the sale of food, please contact the Theatre Experience Coordinator.

## BACKSTAGE INFORMATION

### LOADING DOCK

Vehicle Access is via southbound Central Park Drive.

There is one ground level loading door to the left of the East Entrance to the Civic Centre. The door is 8'-0" w x 8'-6"h. It opens directly onto the stage.

Personal vehicles are permitted in the loading zone for load-in / load-out purposes only. They must be moved to the public parking area as soon as possible unless permission has been given by the technical supervisor on duty. Do not park in the spaces outside the loading dock – these are for permit parking only.

### ARTIST ACCESS

Clients may access the theatre through the main lobby doors (just off Peel Centre Drive).

### OFF-LIMIT AREAS

Various areas of the Theatre are designated off limits to unauthorized personnel. This includes but is not limited to the workshop, administration offices, maintenance and mechanical rooms, and lighting catwalks.

### DRESSING ROOMS

- (2) - Chorus dressing rooms, each with one shower (Capacity: 6 persons / 3 mirrors)
- (1) – Standard dressing room with two washrooms (Capacity: 4 persons / 4 mirrors)
- (1) – Small dressing room with one washroom (Capacity: 3 persons / 2 mirrors)
- (1) – stand-alone washroom
- Green Room (Capacity: 12 persons)
- Makeup Area (Capacity: 3 persons)
- Quick Change Room directly off Stage Left

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### COSTUME CHANGE POLICY

Costume changes are strongly encouraged to take place in the dressing rooms or designated quick-change areas only. At no time should any public areas (including areas available to crew and supervisors) be used as a change booth. This includes the backstage hallway, workshop, light locks, stairwells, or public washrooms.

## STUDIO

There is a studio space available for an additional charge. This space has a separate entrance from the exterior hallway, as well as direct access to the backstage area. The studio has the following features:

- Small kitchenette
- Ballet bars and full-length mirrors along two walls
- (40) chairs
- Upright piano

The studio dimensions are 40'w x 32'd, including the kitchenette (15'w x 10'd).

## LAUNDRY & WARDROBE

Lester B. Pearson Theatre has limited wardrobe facilities that include the following:

- (1) – rolling rack
- (1) – ironing board
- (1) – iron
- (1) – handheld steamer



## UNIONS/STAFFING

### TECHNICAL STAFF

Rose Theatre Brampton is both a non-union and union environment.

All full-time technicians are members of CUPE.

Every rental group using the Lester B. Pearson Theatre is required to have a minimum of two (2) theatre technicians present and within the space during the group's use. Each technician will be assigned a primary role based on the technical requirements of your event.

For the majority of events, these two technicians fulfill the roles of FOH (Front-of-House) Sound Operator and Lighting Operator. Additional personnel may be required for the roles of Stage Manager, Stage Technician, Followspot Operator, or Sound Monitor Technician.

Although our technicians will be assigned specific roles for your event, this does not mean they cannot assist with other departments to ensure that your set-up time is used efficiently. Our technicians are not restricted to working within a specific department. For example, a sound technician can assist with a riser set-up, and a lighting operator can hang a show drop. As long as the duties of their primary assigned role are being completed, and there is sufficient time, any technician can assist on any given task.

To ensure that your event runs as smooth as possible, it is strongly recommended that you provide a Stage Manager to liaise with our crew throughout your rental. This person should be someone who is very familiar with your show, and who will remain backstage to organize participants and communicate with the crew as the show progresses. They should be available for the entire duration of your event.

### BREAKS

The Employment Standards Act of Ontario requires that each technician receives a 30-minute eating period for every five (5) hours worked. Also, since our full-time technical staff are union members of CUPE, a 15-minute coffee break has been negotiated that must also occur within each 5-hour period. Please keep these breaks in mind when scheduling your event.

**The 30 minutes between opening the theatre doors and the event start are NOT considered to be a proper eating period, since our technicians are required to be at their show positions at least 15 minutes before the start of your event.**

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## CLIENT TECHNICAL VOLUNTEERS

Client volunteers are welcome to assist with the load-in, set-up and load-out of client property ONLY. Any equipment belonging to the Theatre will be handled by our technical staff. The only exception is the operation of our upstage traveller - client volunteers may draw this open and closed during an event, under the direct supervision of a City Theatre technician.

Volunteers are expected to adhere to the appropriate Personal Protective Equipment (PPE) regulations as directed by our technical staff. This may include the wearing of Steel Toe safety footwear for load-ins and load-outs (slip-on versions are supplied onsite).

City of Brampton Theatres reserves the right to refuse access to areas of the theatre and/or equipment to persons that the supervising technician feels is not reasonable, or qualified to operate the equipment, within reason.

## WIRELESS INTERNET

Rental clients can access the Brampton Public Wireless network with their laptop or other mobile device, after they agree to the service's terms of use. Access to the internet will be filtered to protect the security of the service. There will be no time or data limits, however usage may be monitored. Also, Peer-to-Peer programs such as Bittorrents, Limewire, and Skype will not work.

The wireless network is not encrypted. Information sent from or to your laptop could be captured by someone else using a wireless device and the appropriate software. The City assumes no responsibility for the safety, security, files, information or data stored on your device. Please refer to the "Wireless Brampton Terms and Conditions of Use" for more information.

Every wireless card is different but here are some general instructions on how to connect:

- Open your wireless connection software or tool. In your software you will be able to scan for any wireless networks.
- Your software should present you with all the wireless connections in the building, which in this case will be called "Brampton Public Wireless".
- Choose 'activate' or 'connect', depending on the manufacturer of your wireless card. Now you are associated with the wireless network - associated is the wireless term for connected.
- Open a web browser and you will see a City of Brampton web page with a link to the "Terms and Conditions of Use" for Brampton Public Wireless.
- Read the terms and conditions and follow the instructions on the site. Once you have accepted you will be connected to Brampton Public Wireless.

## TECHNICAL INFORMATION

### DIMENSIONS

Proscenium height:	14'
Proscenium width:	31'-10"
Stage depth:	25'-7"
Stage width:	37'-10"
Throw distance from booth:	44'-9"
Stage to house floor:	level
Grid height:	26'-7"
Orchestra pit:	27'w x 3'h

### OTHER TECHNICAL AREAS

- Upper Level Booth (includes Followspot Operation)
- Sound and Lighting FOH Position (Capacity: 4 persons)

Both the Booth and the FOH Position have restricted access and will be limited to technical personnel and stage managers only.

### ELECTRICAL POWER

- Lighting temporary power feeds: (1) - 125/250 volt 50 amp stove plug
- Audio (isolated ground) temporary power feeds: (1) – 125/250 volt 50 amp stove plug
- General use power feeds: (2) - stage right  
(6) – stage left side

### VIDEO SYSTEM

- Collapsible 7.5'x 10' screen w/ leg and dress kits
- Epson EX3200 projector
- (1) – Blu Ray/DVD player, professional grade

## RIGGING

All sets, props, curtains, drops or soft goods must be treated with appropriate flame retardant material. Please be prepared to provide the required certificate upon request.

There is to be no pinning or attachment of anything to any of our theatre drapery.

If the cyclorama is damaged, the cost of repair or replacement will be the sole responsibility of the client.

Access to the steel and fly systems is limited to Rose technical staff.

The upstage traveller may be operated by the client, under the supervision of the Theatre staff onstage.

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## CHAINFALL

There is one set of chainfalls which raise and lower a 20'-long steel pipe upstage. Client banners and soft goods may be hung on this pipe. The chainfalls are to be operated by Theatre staff only.

The chainfall pipe is located 24'-8" from the upstage edge of the orchestra pit.

## LIGHTING SYSTEM

The LBP Theatre provides a house lighting plot which will be hung, circuited and focused prior to your arrival. Any changes to the house lighting plot must be made during your setup, and those changes must be restored before the end of your rental.

Specials will be focused as part of the rental period. If you have any specific lighting needs, please include them in the technical questionnaire and be prepared to provide details at your client meeting. The LBP Theatre's selection of stock gel colours is available to clients.

The standard mainstage rental package includes the use of our conventional lighting instruments. The following lighting equipment is available for an additional charge:

- Moving light package
- Followspots
- Hazers
- Mirror ball
- Blacklights
- Strobe lights
- Water effect lights

If the followspot is requested for your event, there will be an additional operator added for a part of, or all of, the contract period. The actual number of additional hours will be based on an assessment of the other technical requirements of the event.

Dimmers:	(96) – 2.4K Strand CD80
FOH circuit positions:	(20) – FOH Rail 2
	(18) – FOH Catwalk
	(3) – Wall Positions (twofered)
Stage circuit positions:	(16) – LX 1
	(12) – LX 2
	(6) – LX 3
	(8) – floor
	(4) – pit
Followspot:	(1) - Altman Satellite I Long Throw 575w HM1
Lighting console:	Strand 300

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## CONVENTIONAL LIGHTING FIXTURES

### Hung Conventionals (House Plot):

- (20) – 750 W 15/32 Zooms Source 4
- (18) – 6" 1000 W Strand Fresnel
- (10) – 1000W Par 64
- (4) – 575 W 36° Strand SL
- (2) – 3 Cell 1000 W Cyc Lights

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## LED / EFFECT FIXTURES

### Hung LED / Effect (House Plot):

- (14) – Microh Pixel Par (LED)

### Unhung LED / Effect:

- (60) - ColorKenetics Colorblast TR\*
- (2) - Martin Atomic 3000 strobes
- (4) - American DJ H20 FX lights
- (4) - Elation UV Washlights
- ACLs – Racks of 4

**\*Call to confirm availability, these units are not specific to this venue.**

All equipment usage is determined according to inventory and availability. Additional equipment may be available to rental clients, based on availability. If the City of Brampton is unable to fulfill an equipment request, clients may be required to obtain items through a third party resource and will be responsible for costs thusly incurred.

## SOUND SYSTEM

The standard rental package includes the use of the main speaker arrays, FOH console, wired microphones, mic stands, and music stands. The following sound equipment is available for an additional charge:

- Wireless handheld mics
- Wireless lavalier mics
- Monitors
- Additional speakers

**If your event requires multiple monitor mixes, our monitor console will be used and an additional operator will be added for the duration of the contract period.**

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### FOH MIX POSITION EQUIPMENT

- Avid (Digidesign) SC48 Console w/ onboard graphic EQ
- (2) - Denon DN-501C CD player (USB/MP3)

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### SPEAKERS AND MONITORS

Included in rental:

- (2) – EAW KF360Z (Mains)

Available (additional charges apply):

- (2) – Mackie Active SRM450
- (2) – Yamaha Waveforce WF112M
- (2) – Yorkville EM358 (Monitors)
- (1) – Y118PW (Sub)

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### MICROPHONE INVENTORY

- |                                   |  |
|-----------------------------------|--|
| • (2) - Audix OM-3XB              | • (2) - Sennheiser MD421                                 |
| • (3) – Audio Technica AT871R     | • (1) - Sennheiser E902                                  |
| • (1) – EV BK-1                   | • (3) - Sennheiser E904                                  |
| • (1) – Paco PM 3000A             | • (2) - Sennheiser E912                                  |
| • (8) - Shure SM58                | • (3) - BSS AR133 (active direct input box)              |
| • (6) - Shure SM57                | • (2) - Radial PRO AV2 stereo (passive direct input box) |
| • (2) – Apex 180 Pencil Condenser |  |

## HOUSE DRAPERY

Quantity / Type	Colour
2 Masking Borders	Black
6 Masking Legs	Black
2 MS Traveler Panels	Black
2 US Traveler Panels	Black
1 Main Drape	Red
1 Main Border	Red
1 Cyclorama	White

## RISERS

- (6) – 4' x 6' riser decks
- Riser legs (8", 16", 24", 32")
- Flat black skirting for 8"-24" heights
- Full black satin for 32" height

## OTHER EQUIPMENT

- (3) – ladders
- (1) – Lectern w/ single mic
- (10) – 6' folding tables (black)
- (6) – 30" round tables (black)
- (30) – orchestra chairs (black)