

Table of Contents:

General Information & Stage Dimensions

Loading Door

Fly Tower & Soft Goods

Dressing Rooms

Stage Electrical

Dimming & Controls

Sound Reinforcement

Video

Intercom System

Backstage Paging/Dressing Room Monitor

Props

Reservations

Contracts

Damages

Cancellations

Liability

Dramatic Rights

Concessions

Promotion Sales

Event Promotion

Front House

Security

Box office

Lineset Schedule

General Information and Stage Dimensions:

Contact:

Leasing Coordinator: Lyle Agnew – 561-672-2006, Agnewl@palmbeach.k12.fl.us

Technical Directors: Lance Blank – 561-672-2064, blankl@palmbeach.k12.fl.us

Ryan Gallagher – 561-441-8956, ryan.m.gallagher@gmail.com

Theater Website: www.westboctheater.com

Box Office: 561-672-2066

Fax: 561-672-2919

Seating:

Main Floor: 834

Wheelchair: up to 10

Total Capacity: 844

Plaster line to back wall 25'-0"

Proscenium opening width 38'-0"

Proscenium height 17'-6"

Nominal stage floor width (excl. wing right addition) 67'-6"

Centerline to SR exterior wall 30'-4"

Centerline to SL exterior wall 37'-2"

Flooring at stage level.

Loading Door:

SL rollup door open to alley, 10' wide X 10' high at stage level.

No loading dock is available, ramps or lift-gate required.

Fly tower & Soft Goods:

Single purchase counterweight system. Loft block underhung on roof steel. Lock rail and loading bridge located stage left.

25 line sets with 5 lift lines of 1/4" steel cable - 4 Permanent Electrics

Height to loft blocks 39'-6"

37' to high trim, 4' to low trim (nominal)

Lock rail is SL at stage level (see plot on page 5).

Loading gallery is 34'.

Distance to last line set 23' - 0"
Grand Drape 65% fullness, 25 oz. Velour "Navy"
Arbor capacity varies estimate 1500# (non-electric) to 2000# (electric) maximum.
Legs - 5 sets at 12' x 19', velour, 50% fullness,
Travelers - 2 black, 1 fixed on line 12, 19'-1" tall : 1 moveable, usually on line 25, 19'-1" tall
5 Borders - 50% fullness: 2 black
Cyc - 19' x 45', white
1 Black sharks tooth scrim 19' X 45"

Dressing Rooms & Wardrobe:

2 Large (15-25 persons) directly behind stage with mirrors, lights, sinks, and restroom.
Entrance located up right or through backstage crossover.
1 Large orchestra room may serve as large dressing room, green room or can be curtained for smaller dressing areas.
1 Choral Room with baby grand piano may serve as green room. Kitchen facilities available.
Showers located just a short walk from dressing rooms.
Washer/Dryer located on-site with iron/ironing board.

Stage Electrical

Road Switch: bare end tie-in: One switch box may be at 250, one at 400 amp
120/208VAC 3L, 250/400 amp -or- 40 amp 1 phase 220v
Front of House: position 20' above and 22' back from plaster line.
FOH Pipe: 25 20 amp circuits
pipe approximately 58' long, centered
1st Elec.: 20 20 amp circuits 2'-6" upstage
2nd Elec.: 13 20 amp circuits 10'-9" upstage
3rd Elec.: 13 20 amp circuits 17'-9" upstage
4th Elec.: 19 20 amp circuits 24'-3" upstage
Floor/Wall pockets—4 locations, 1 or 2 circuits at each location (see floor plan)

Dimming & Control:

1 ETC Express 250 ch. W/ RFU
96 ETC Dimming channels (48 2.4 Kw CD-80 packs)
House Lights : ETC – Unison

Lighting Inventory (nominal counts)

3 10° ETC Source 4 575 watt
22 19° ETC Source 4 575 watt
8 36° ETC Source 4 575 watt
3 50° ETC Source 4 575 watt
13 8" Fresnel Altman 75Q 1 Kwatt
12 MFL PAR 64 1 Kwatt
8 Altman MR-16 Zip Strip, 750w per circuit, 4 cir (Colored: Red, Green, Blue, Clear)
4 Altman Sky Cyc 4-cell x 1500w 5 used solely on cyc
2 Lycian Super Star 1.2, model 1275 (7 color boomerang)

Lighting Accessories:

20 Size-B, sandwich type pattern holder
6 7.5" donut
25 Barndoor for 75Q and Par
8 18" side arms
4 Booms with 50lb base
Stage Pin Cable—various lengths
Two-Fers

Ladders and Lifts

1 40' Battery-Operated Genie Lift
Ladders of various height (6' - 14')
Rolling Scaffolding

Sound Reinforcement (PA)

FOH

Front Cluster—4 EV Two-Way
JBL Subwoofer

Control:

1—Soundcraft K1 24x4x2 Mixer

Amp/Processor Rack

4 QSC 2300 Power Amp.
1 I-AMP EQ230 2/3 Oct EQ
1 BI-AMP EQ140 Parametric EQ
2 Rane GE60 Graphic Equalizer
1 Lexicon MPX550 Dual Channel Effects Processor

Playback

Marantz PMD502 Stereo Cassette Deck
Marantz PMD325 CD Player
Tascam CC-222 MKII Cassette/CDR

Microphones

2 Shure ULXP4 Wireless LAV/Handheld Combination
7 Shure SM 58
1 Shure SM 57
3 Audio Technica
3 Crown PCC-166 Floor Mics

DI Boxes

1 Countryman

Monitor

2 Yamaha
2 JBL

Video

Barco Projector (Video/Computer)
Vcr and DVD Playback
Video Stage Feed to dressing rooms, wings, greenroom, tech shop.

Intercom System:

Clearcom 4 ch. Power supply with 14 belt-pack/headsets(Single & double muff)
Locations: Lighting Booth, Sound Booth, Spot Booth, DSL, DSR, USL, USR, Dressing Rooms,
Box Office, Tech Shop.

Backstage Paging/Dressing Room Monitors

Hanging condenser mic feeding 70v distribution amp with speakers in dressing rooms, hallway,
lobby, restrooms, concession, and box office.
Paging available to dressing room and hallway.

Props:

200 Chairs
100 Music Stands
4x8 Platforms in varying height.
Stand Lights

Reservations:

Reservations for rental space must be made through WBPAT offices at least 1week in advance of the planned rental time. Rentals are on a first come, first served basis and will be charged according to WBPAT policy. Requests for specific rooms will be honored on a first come, first served basis. WBPAT reserves the right to assign rooms to renters, although special requests will be taken into consideration. WBPAT personnel shall have free access to all rooms at all times.

Contracts:

WBPAT requires leasing agreements for events. The contract must be signed, and all conditions must be met, prior to rental. If the contract is not satisfied, WBPAT may cancel the engagement or refuse future rentals to the User.

Damages:

User shall be responsible for damages to the premises resulting from its use. User shall pay the damage fees no later than five (5) business days after receiving a statement of the damage.

Cancellation:

In the event User cancels less than 3 days prior to the stated date of the event, the full basic service charge stated in this document shall become immediately due and payable to WBPAT.

Liability:

Under no circumstances shall WBPAT be liable for economic losses incurred by User. WBPAT will not be responsible for property that is lost or stolen during the group's use of the facility. User shall indemnify and hold WBPAT harmless against liability to others arising out of User's use of the premises. User shall exhibit to WBPAT such policies of liability insurance with a minimum of \$1,000,000.00 of coverage prior to any use of the premises specified in this contract. If such a policy is not presented, WBPAT may, but is not required to, obtain a liability policy for the renter. Renter would be responsible for payment of any such policy. Royalty Fees, Performance Fees, and/or

Dramatic Rights:

The User is solely responsible for payment of royalty fees or dramatic rights, fees for dramatic musical works or performances and fees required by unions of similar organizations. This includes any fees to ASCAP, BMI, or any musical-dramatic publisher.

Concessions:

When not offered by presenter, the WBPAT reserves the right to sell non-alcoholic beverages, food concessions, and/or promotional items during events at all times. Refreshments, when provided, will be available 30 minutes prior to a performance and during intermission of activities in the Foyer at WBPAT's discretion or as requested by User. WBPAT rental rates are held as low as possible, based on the additional revenue generated through concession sales. All events presented in the Theatre are requested to contain an intermission of at least 15 minutes to allow for concession sales Proceeds from all sales will remain the property of WBPAT. Under no circumstances will User share in these proceeds. No liquor sales are permitted, nor are User allowed to bring alcohol onto the property. User must request approval for additional foods sales before the event.

Event Promotion:

Advertising: All references to the facility will be: "The West Boca Performing Arts Theater". All advertisements should include the address of the facility as well as pricing and box office information. Event sponsors are limited to identity promotion within the lobby. No objects or materials bearing the sponsor's name will be permitted on the outside of the building, except wording on marquee, without prior consent of the WBPAT. User shall not post signs or affix banner to the building without the prior consent of the WBPAT. In all cases posters, displays or other items shall be self-supporting and in no way affixed or attached to the walls or ceilings.

Front of House Personnel:

WBPAT reserves the right to determine the number of FOH personnel that are necessary for each event. These personnel will be provided by WBPAT or USER and will be paid for by User at the current rate.

Security:

WBPAT reserves the right to require additional security personnel to be paid for by User.

Box Office:

The WBPAT will be assist in selling tickets for an additional service fee. Please contact us for further information.

Technical Needs:

Technical needs of the User will be addressed in the Technical Support Section and become a part of this contract. WBPAT reserves the right to determine the number of technical personnel required for each event. These personnel will be provided by WBPAT. User will be billed for technical services as noted in the Technical Addendum. A Technical Director is required to be present at all times the theater is operation.

Smoking:

By Federal Statute and municipal ordinance, all interior/exterior spaces of the school are smoke free spaces.

Payment:

All invoices presented to User must be paid 7 days prior to event unless otherwise stated. Acceptable payment forms are cash, certified bank draft, money order, or business check. Any monies due the renter from box office or other sales shall be paid by company check

Governing Law:

This agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Florida and the School Board of Palm Beach County. Use of the premises is subject to the rules and regulations of WBPAT in effect on the date of this agreement.

Supervision:

All rental groups must have present the group's director or other qualified designated adult (21 years of age or older). This person's identity must be communicated to WBPAT in advance of the scheduled event. All Users must sign in and out of the space with WBPAT personnel at the beginning and end of each rental period. Only a group's listed authorized personnel will be allowed to reserve WBPAT facilities. Access during times other than those reserved will be denied unless the area is not in use, and then granted only if appropriate WBPAT personnel are available. WBPAT personnel will supervise all renter functions to insure safety and proper care of the facility. WBPAT reserves the right to determine if renters are qualified to handle WBPAT equipment. WBPAT staff will supervise all sales of beverages, foods, and/or promotional items for User and WBPAT.

Building Usage:

Keys will not be checked out to any rental group for any reason. Food and/or beverages are not allowed in any area of the facility except the dressing room or lobby unless cleared in advance with WBPAT personnel. All rental areas must be left clean and free of debris. Follow-up cleaning beyond normal wear will be chargeable. Painting and construction, other than final set assembly, or any other activity that may damage the stage is strictly forbidden. Please check with the Technical Director before proceeding with stage construction. Any and all stage damage will be billed to User. Equipment must be checked out to renters. All equipment use will be charged to the renter at the current rate. Renters will be charged the current repair or replacement cost for any WBPAT equipment damaged during rental. Under no circumstances will WBPAT equipment leave the building.

Parking:

Parking for trucks or vans is limited to one vehicle at the theater loading area at a time and must be coordinated prior to the event with the Technical Director. No vehicle may stay in the loading zone unattended. The loading zone is part of the alley and a fire lane. Once the vehicle

is unloaded, it must be moved to another area.

Front of House Procedures:

Performance box office is the responsibility of the User. The box office must open at least 1/2 hour prior to the house opening. If requested in advance, WBPAT will provide a Box Office Supervisor and handle all box office ticket admissions.

Lineset Schedule:

SET#	PROSCENIUM TO PIPE	SET DESCRIPTION
1	1'10"	Act Curtain
2	2'6"	House Border #1
3	3'3"	House Leg
4	3'11"	#1 Electric
5	5'3"	OPEN
6	5'11"	OPEN
7	6'6"	House Legs #2
8	7'3"	#2 Electric
9	7'11"	OPEN
10	9'3"	OPEN
11	10'7"	House Border #3
12	11'3"	Black Traveler(Also used as Legs)
13	11'11"	Projection Screen
14	12'7"	OPEN
15	13'3"	Black Scrim
16	13'11"	#3 Electric
17	14'7"	OPEN
18	15'5"	House Border #4
19	15'11"	House Legs #3
20	16'7"	OPEN
21	17'3"	OPEN
22	19'3"	#4 CYC Electric
23	21'0"	White Cyclorama
24	23'0"	White Cyclorama
25	23'0"	Black Travelor