

COLCHESTER ARTS CENTRE

WONDERFUL WEDNESDAY ONLY

TECHNICAL SPECIFICATION

(if you are looking for our standard Tech Spec, please visit <https://colchesterartscentre.com/tech-info/>)



Never Knowingly Understood

EVERYTHING IN THIS DOCUMENT IS SUBJECT TO CHANGE
(Accurate as of August 2026)

CONTENTS

Contact information

- *Box Office*
- *General Enquiries*
- *Accounts*
- *Technical*
- *Programming*
- *Staff Emails*

Colchester Arts Centre Information

- *Address*
- *Parking*
- *Capacity*

Wonderful Wednesday Overview

Wonderful Wednesday Layouts

- *Classic Wonderful Wednesday Layout*
- *Alternative Wonderful Wednesday Layout*

Technical Riders

Technical Stock

- *Lighting*
- *Sound*
- *AV*
- *Stage*

Typical Schedule

How the Show Starts

Accessibility

- *Overview*
- *Disabled Parking*
- *Facilities*
- *Assisted Listening*
- *Access Rider*
- *Other Access*

Blank Lighting/Space Plans

- *Layout of Classic Wonderful Wednesday Layout*
- *Blank Classic Wonderful Wednesday Layout*
- *Measurements of Classic Wonderful Wednesday Layout*
- *2D Rendering of Classic Wonderful Wednesday Layout*

Contact Information

BOX OFFICE

Monday to Saturday 10am - 3pm

Sunday Closed

Tel: 01206 500900

Email: ticketing@colchesterartscentre.com

GENERAL ENQUIRIES

Email: info@colchesterartscentre.com

ACCOUNTS

accounts@colchesterartscentre.com

TECHNCIAL

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PROGRAMMING

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Music, Comedy, Family Shows & Hires stafford@colchesterartscentre.com

Tendring, Performance, Community vijay@colchesterartscentre.com

STAFF EMAILS

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STAFFORD GLOVER, Executive Producer

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JOANNE PARRY, General Manager and Finance

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EMMA WALLIS, Marketing Manager

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MICK NEWMAN, Box Office

mick@colchesterartscentre.com

LIZ COOPER, Operations Manager

liz@colchesterartscentre.com

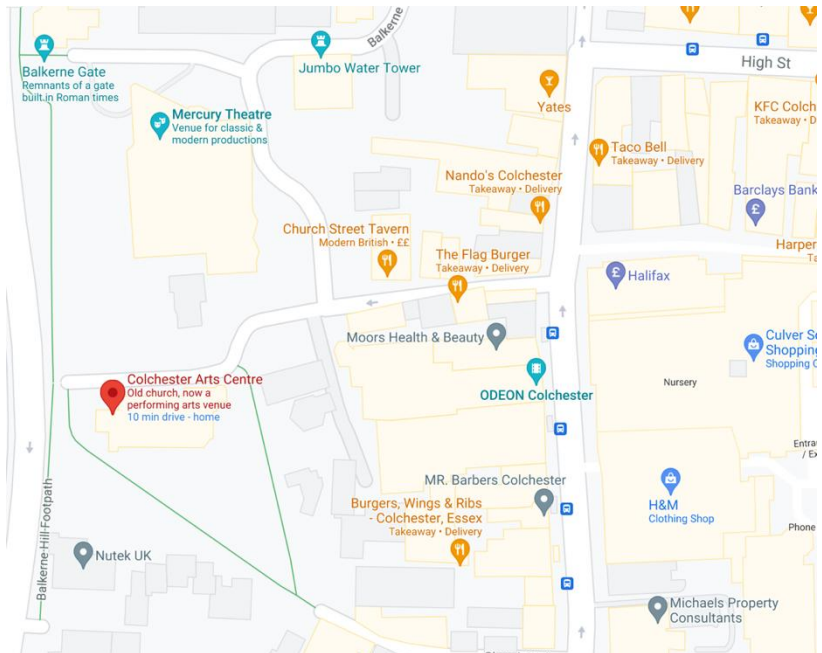
VIJAY PATEL, Associate Director

vijay@colchesterartscentre.com

Colchester Arts Centre Information

Address:

Colchester Arts Centre
St Mary at the Walls
Church Street
Colchester
Essex
CO1 1NF



Parking:

There is a loading bay directly outside the venue for loading and unloading, but all cars will need to be re-parked at St. Marys Multistorey a short walk away, discounted tickets at £2.00 per vehicle are available from Box Office.

Capacity:

80* for Classic Wonderful Wednesday set up – raked audience seating with performance on wooden flooring surrounded by pillars and black cloths.

220* for Alternative Wonderful Wednesday set up – on raised stage and flexible seating arrangements.

*(*all seating is reduced or upped depending on ticket sales to create the best atmosphere)*

Wonderful Wednesday Overview

Every Wednesday at Colchester Arts Centre we have an evening of innovative, ground-breaking, new and sometimes experimental work for a price everyone can afford. Our director has hand selected some of the finest up and coming and established names in new work with Pay What You Can Afford ticket prices.

As these shows come from a variety of backgrounds and budgets, we understand the technical side of things can vary from touring with full technical support to needing more support and time to tech with our in-house team. **We are happy to help in any way we can, but we do ask we are given plenty of notice if we are supporting in a larger capacity.**

Simply get in touch with our team on techspec@colchesterartscentre.com and we can discuss your needs and how we facilitate your show.

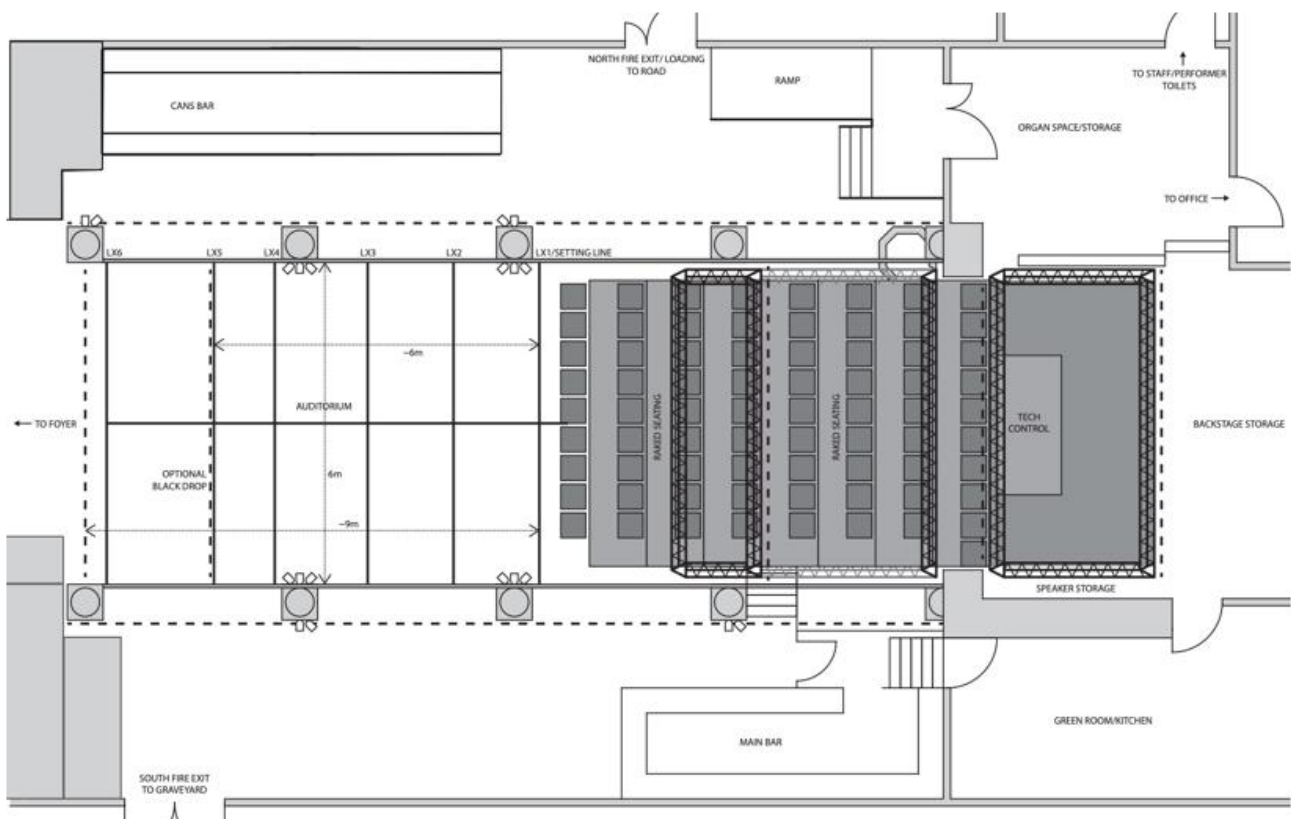
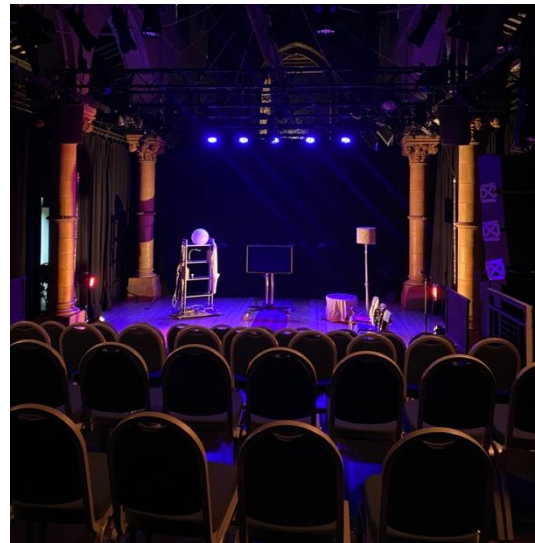
Wonderful Wednesday Layouts

We have two choices of layout styles, Classic Wonderful Wednesday or Alternative Wonderful Wednesday, see below. Please choose one and let the technical team know.

Classic Wonderful Wednesday:

Raked audience with performance area on flat wooden flooring, surrounded by pillars with black box cloths.

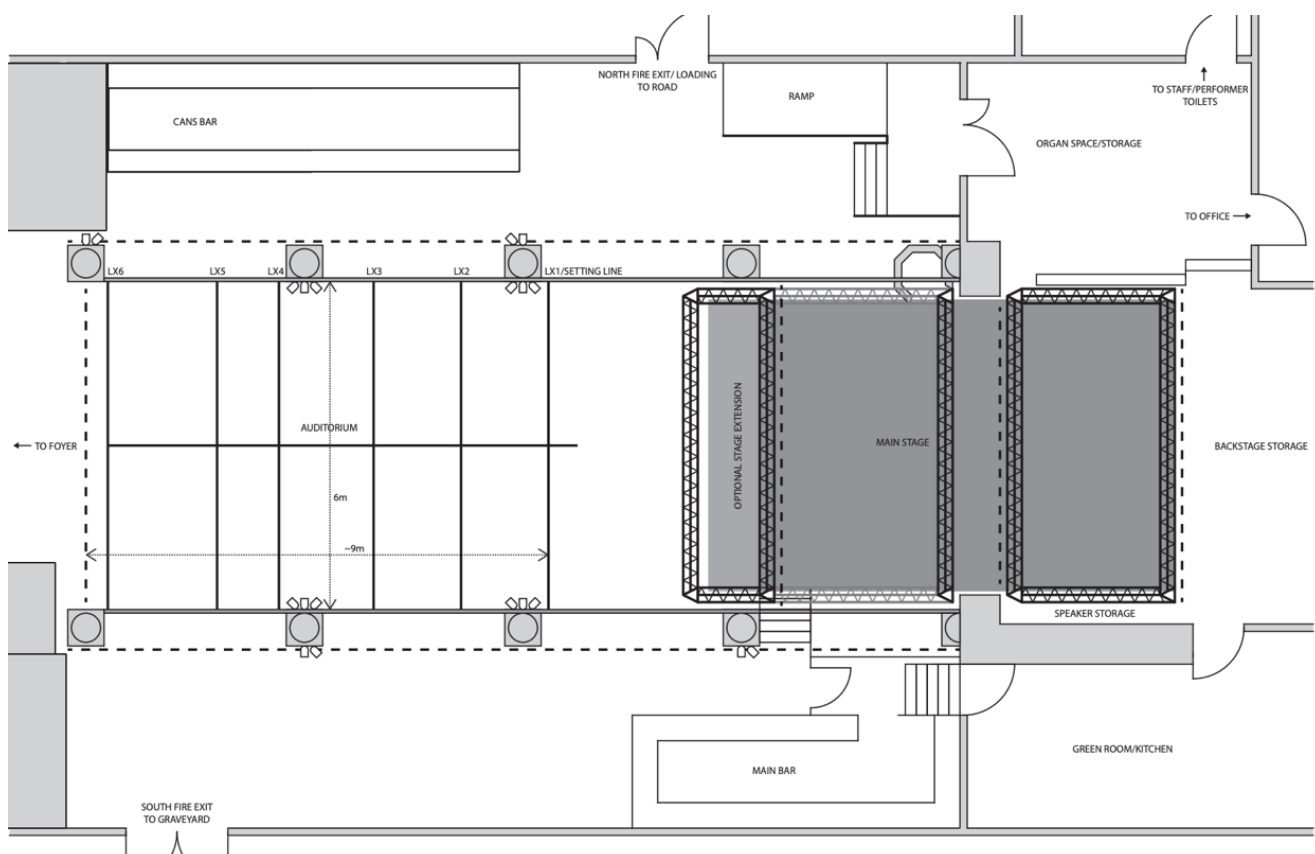
- Fixed but versatile lighting rig
- Able to refocus lights
- Full coverage PA system
- 6M by 6M performing area
- Behind audience tech position
- Capacity of 80
- Earliest get in of 10.30AM



Alternative Wonderful Wednesday:

Gig like style, on raised stage with optional seating of rows of chairs or cabaret style seating with tables and chairs.

- Fixed lighting rig, consisting of moving washes, moving spots, LED parcans, battens, generic wash and blinders, added optional ground package. All running over 5 universes
- Able to refocus front wash generic lighting only
- Full coverage PA system
- 4.6M by 7.9M performing space
- Behind audience tech position
- Capacity of 220, but with flexible seating options to accommodate lower sales
- Earliest get in of 9AM



Before your visit to us, our technical team will be in touch to request your technical rider and any other riders you may have such as your catering rider or access rider.

See below a list of information examples we will be looking for, you could have all or only some of these, anything you can send us in advance will be helpful.

- Script of your performance or running order.
- Stage layout.
- Stage requirements, such as chairs or tables or any set that you will be bringing.
- Lighting plan.
- Lighting requirements.
- Sound requirements.
- AV requirements such as projection.
- Any show files such as Qlab, MagicQ, ETC, Show Cue System etc.
- Show personnel – are you bringing an operator, tour manager, how many performers etc.
- Any hangings or rigging you will need to add to our rig. Our load weight is very, very low, so please get in touch asap if you have anything weighty you need to hang.

Any of/all the above will help for a smooth get in, tech and get out of your performance and help our team in the planning process immensely.

Please send these to techspec@colchesterartscentre.com

Technical Stock

LIGHTING:

Classic Wonderful Wednesday Layout –

Due to the extremely low weight limits of our lighting rig is a fixed rig. We have tried to make it as versatile as possible, with front washes/spots, side washes, LED zoomable Parcans and backlight.

Please get in touch with Darryl on darryl@colchesterartscentre.com for an updated lighting plan and patch sheet.

Our in-house desk is a ChamSys MQ70, our staff are trained in programming this desk if you need to build, relight or reprogramme your show file.

We also have an ETC Nomad fully unlocked if you have a touring ETC show file.

Alternative Wonderful Wednesday Layout –

This is a fixed rig, consisting of moving washes/spots, LED parcans, generic specials, generic wash, LED battens and blinders. An optional ground package is also available.

Our in-house desk for this is a ChamSys MQ70, our staff are trained in programming this desk if you need to build, relight or reprogramme your show file.

This set up runs over 6 universes.

SOUND:

We have two fixed PAs, one for each configuration, both have full coverage of the audience. Our in-house desk is a Yamaha QL5. Sound stock below.

Stock list is subject to change and subject to availability.

1x In-house Macbook Pro with Qlab 4
12x Shure SM58
7x Shure SM57
2x Shure SM58 Beta
6x Shure SM57 Beta
2x Shure SM86
2x Shure 91A Beta
2x Shure 91 Beta
3x Shure 52A Beta
4x Shure PG81
2x Shure BG4.1
4x Shure SM81
1x AKG C1000S
2x AKG C451B
6x Sennheiser e604
2x Sennheiser e906
1x Audix D6
4x Audio Technica AT875R
8x EMO Systems Mono DI Passive
2x Radical Engineering Mono DI Active
2x Radical Engineering Stereo DI Active
4x BSS Audio AR-133 Mono DI Active
10x dB Technologies Vio W15 Wedge Monitors

AV:

Our AV capabilities are limited compared to sound and lighting, but always happy to work together to come up with the best solution for your show. Please see below our AV stock list.

Installed/fixed: (this is upstage of the Alternative Layout)

1x Epson EB-L630U Projector (Flexible Laser Display, 6200 Lumens)
1x Celexon Electric Screen Expert XL 450 x 340cm (motorised screen, which fills the entire width of the back "wall" of the Alternative Layout stage)

Portable:

1x Stumpfl 14x10.5 Fast-Fold Screen (with rear and front projection, on stands)
1x Optoma HD29HST
1x Panasonic DVD Player

STAGE:

We have limited decking available as well as standard tables and chairs.

Typical Schedule of the Day

Depending on your choice of layout of the venue will determine your earliest get in, for the Classic Wonderful Wednesday layout, the earliest you can get in is 10.30AM, as this will allow us time to build the raked seating, for the Alternative Wonderful Wednesday layout, the earliest you can get in is 9AM as we will not have to reset the space before your arrival.

BELOW IS ONLY AN EXAMPLE:

<u>TIME</u>	<u>ACTIVITY</u>	<u>PERSONNEL</u>	<u>NOTES</u>
9.00	Local in-house crew build rake	CAC crew	No tour access
10.30	Touring party get in	CAC crew + touring	
11.30	Focus lighting	//	
13.00	LUNCH	ALL	
14.00	Lighting programme/notes	CAC crew + touring	
16.00	Run through	CAC crew + touring	
18.00	DINNER	ALL	
19.00	Set house	CAC crew	
19.30	House open	ALL	
20.00	Performance starts	ALL	
21.30	Show comes down	ALL	
22.00	Get out begins	ALL	
23.30	Out by	ALL	

How the Show Starts

For our Wonderful Wednesday performances, Anthony Roberts (the director of Colchester Arts Centre) does a speech to welcome the audience and explain the Pay What You Can Afford ticket pricing and how the evening will work, this can be done either within the show seating or within our bar area (which is off to the side of the main space), this is up to you on the evening, whatever works best for the show.

Accessibility

Colchester Arts Centre is a mostly step free venue. Steps located in the below areas:

- Three steps up into the box office, there is a sturdy handrail in place here.
- Three steps up onto the stage/audience seating area from stage right, this to also access the backstage area. There is no handrail here. Ramp available.
- Five steps up to the green room/kitchen from the main bar, there is a sturdy handrail from here. Another route is available with three steps, or a ramp is available.
- Five steps up onto stage/audience seating area from downstage left. Another route is available with two steps, or a ramp is available.

All other areas including audience entrance into the space and front of house to the side of stage area are step free from pavement outside.

Disabled Parking

There are three disabled parking spots on Church Street, directly outside the venue.

Facilities

There are two accessible toilets on site. One backstage, with fully accessible shower/wet room and accessible toilet. The other accessible toilet is front of house towards the audience entrance.

Assisted Listening

The Arts Centre uses an infrared assisted listening unit, connected to the main sound system, with infrared outputs covering both Wonderful Wednesday set ups.

Access Rider

Please feel free to send us an access rider prior to your show with us to make us aware of any access requirements you may need. Resources below.

How to make an access rider and open template:

<http://alexandrinahemsley.com/resources/access-rider-open-template/>

Other Access

If you have any other access queries or would like to discuss BSL, captioned or relaxed performances, please do get in touch (accessibility@colchesterartscentre.com).