

# COLCHESTER ARTS CENTRE

## WONDERFUL WEDNESDAY ONLY

### TECHNICAL SPECIFICATION

*(if you are looking for our standard Tech Spec, please check our website or email  
katy@colchesterartscentre.com)*



Never Knowingly Understood

**Deputy Technical and Production Manager and Lead on Wonderful Wednesday**

Darryl Ward

darryl@colchesterartscentre.com

EVERYTHING IN THIS DOCUMENT IS SUBJECT TO CHANGE  
(Accurate as of September 2023)

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## **Colchester Arts Centre Information**

### ***Address:***

Colchester Arts Centre  
Church Street  
Colchester  
Essex  
CO1 1NF

### ***Box Office:***

[info@colchesterartscentre.com](mailto:info@colchesterartscentre.com)  
[ticketing@colchesterartscentre.com](mailto:ticketing@colchesterartscentre.com)  
01206 500900  
Mon-Fri 10AM-2PM  
Sat 10AM-5PM  
Sun CLOSED

### ***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 with fixed lighting rig and flexible seating arrangements.

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

### ***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 available from Box Office.

### ***Programming:***

Anthony Roberts: Director - [anthony@colchesterartscentre.com](mailto:anthony@colchesterartscentre.com)  
Stafford Glover: Executive Producer - [stafford@colchesterartscentre.com](mailto:stafford@colchesterartscentre.com)

### ***Finance:***

Joanne Parry: General Manager & Finance - [joanne@colchesterartscentre.com](mailto:joanne@colchesterartscentre.com)

### ***Marketing:***

Emma Wallis: Marketing Manager - [emma@colchesterartscentre.com](mailto:emma@colchesterartscentre.com)

### ***Technical:***

Katy Cirne: Production and Technical Manager - [katy@colchesterartscentre.com](mailto:katy@colchesterartscentre.com)  
Darryl Ward: Deputy Production and Technical Manager - [darryl@colchesterartscentre.com](mailto:darryl@colchesterartscentre.com)

## **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 Katy Cirne ([katy@colchesterartscentre.com](mailto:katy@colchesterartscentre.com)) and Darryl Ward ([darryl@colchesterartscentre.com](mailto:darryl@colchesterartscentre.com)) and we can discuss your needs and how we facilitate your show.

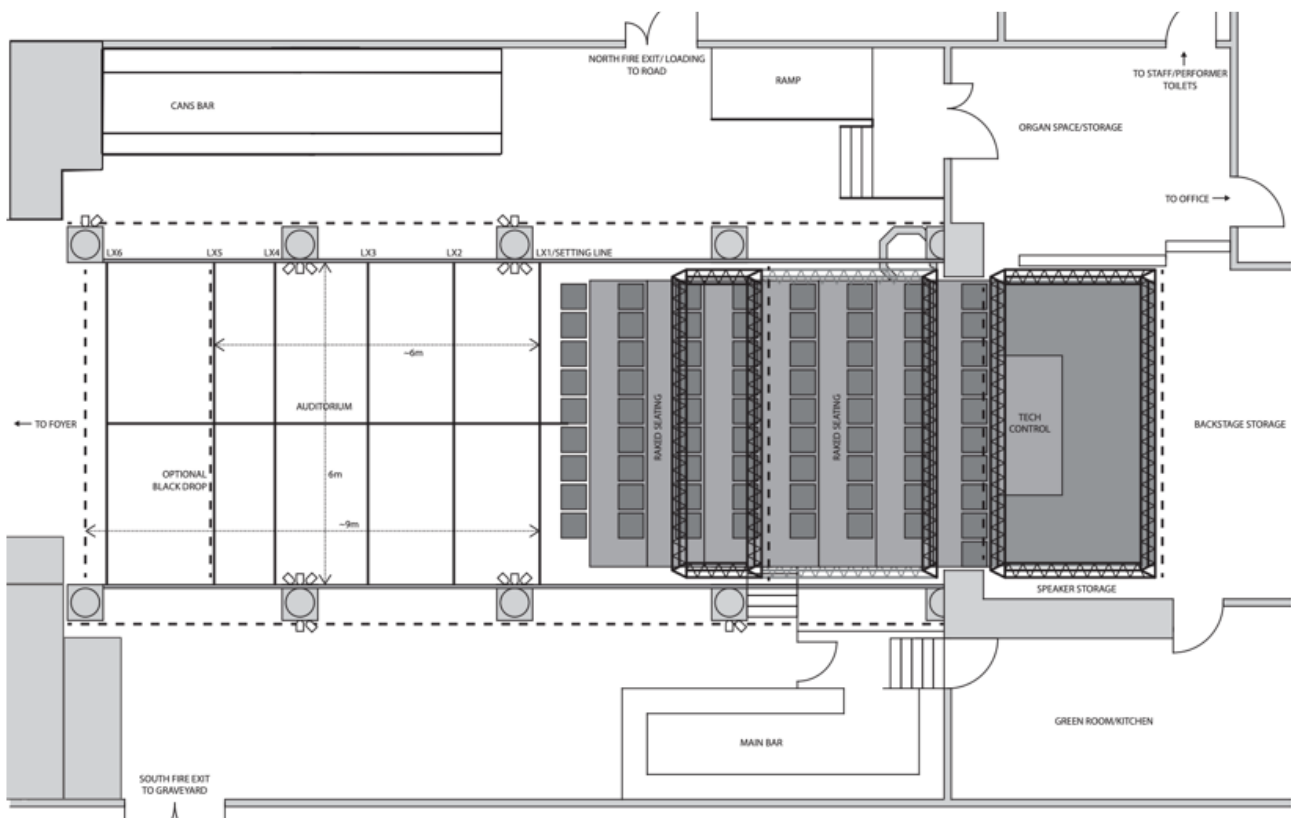
## Wonderful Wednesday Layouts

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.

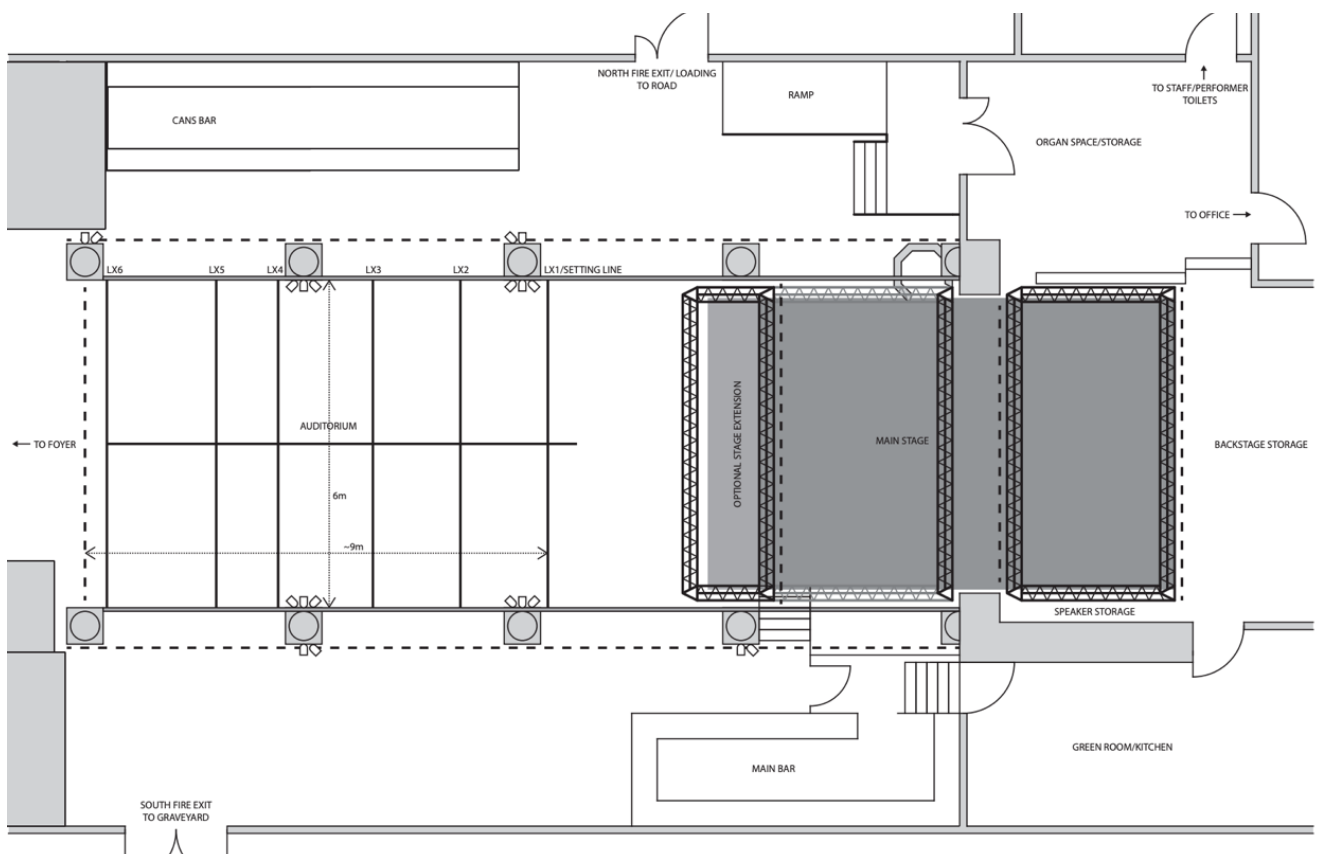
- Flexible lighting rig
- Full coverage PA system
- 6M by 6M performing area
- Behind audience tech position
- Capacity of 80
- Earliest get in of 10.30AM



### **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
- 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



## **Technical Riders**

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 Darryl, [darryl@colchesterartscentre.com](mailto:darryl@colchesterartscentre.com) and cc in Katy, [katy@colchesterartscentre.com](mailto:katy@colchesterartscentre.com).

## **Technical Stock**

### ***LIGHTING:***

#### **Classic Wonderful Wednesday Layout –**

Option 1 of using our generic WW rig which consists of LED Parcans, specials and generic washes, please get in touch with [darryl@colchesterartscentre.com](mailto:darryl@colchesterartscentre.com) to see an up-to-date plan.

Option 2 of using your own lighting design consisting of our stock list below plus any units you tour. Two universes, one dimmers, one intelligent fixtures.

15x Source 4 Junior Profile (GOBO size M)  
6x 1.8K Fresnel  
10x Par64  
4x LEDJ Performer 18 (LED Zoomable Parcan)  
1x Hazer (water based)

Please contact [darryl@colchesterartscentre.com](mailto:darryl@colchesterartscentre.com) for our up-to-date stock availability.

Our in-house desk is a ChamSys MQ70, our staff are trained in programming this desk if you need to 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 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.

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.

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, 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](mailto:accessibility@colchesterartscentre.com)).