

**JAMES SEWELL BALLET**  
Technical Requirements

**Stage Requirements:** JSB requires a proscenium stage for performances. The ideal stage dimensions for JSB are:

- 40 feet masking or proscenium opening (minimum 32 feet)
- 18 feet trim height
- 25 feet of depth from the front of curtain to the last working line set

The minimum stage dimensions are 32 feet wide and 25 feet deep to the last working line set. There should be a depth of 5 feet free from all obstructions between the last line set and the back wall (or an alternate route) for fast crossovers. There should be a minimum of 10 feet clear wing space per side. It is mandatory that there be a free standing ladder or like device for focusing lights on stage not less than 25 feet high (or as needed for focus) when JSB arrives.

**Floor:** The floor of the stage must be of wood, smooth and level, laid over wood sleepers (creating at least 1/2" air space) with some give. Concrete floors are not acceptable. Under no circumstances will JSB dance on a concrete floor or on a wood floor laid directly over concrete. JSB will need a 45' x 30' (32' x 28' minimum) floor covering (e.g. Tarkett Stagesep™, Harlequin Studio™, Marley™, or Roscofloor™) and sufficient black gaffer's tape for the floor installation (silver duct tape is not acceptable). Floor must be laid sufficiently before JSB arrival so that all ripples have time to relax. Floor should be clean for all rehearsal and performances. All costs of the floor and its installation shall be the cost of the presenter.

**Masking:** Local presenter agrees to supply black masking sufficient to mask the stage to the satisfaction of JSB. Usually this would be:

1. 4 to 5 sets of legs and borders to match;
2. A grand drape;
3. A black traveler or masking sufficient to cover upstage cyclorama.
4. A full stage white plastic, filled scrim, muslin cyclorama, or its equivalent;
5. A black sharktooth scrim (if repertory requires).

Local presenter agrees to supply soft goods to the satisfaction of JSB. JSB may require 7 - 10 additional working lines depending on the repertory.

**Use of Stage:** JSB is to be the sole occupant of the auditorium and attendant facilities, which will be provided to JSB by the local presenter, from the beginning of the load-in until the end of the load-out unless prior agreement is obtained from JSB permitting the use of the auditorium by either groups or individuals. Work light and heat must be provided for the entire period. The dressing rooms must be open and available to JSB all day of the first performance and all performances thereafter. Company class, company warm-up and additional rehearsals as required will also be scheduled. The stage will be used for a warm-up class before every rehearsal and performance. This class will generally be held onstage. If another space is available in the performance facility please notify JSB as this will modify scheduling of rehearsal and performance days. Portable ballet barres (for 8-10 dancers) are appreciated if available.

Our ideal work hours are:

Load-in/focus call – roughly a 4 hour call the day previous to the first performance. Presenter agrees to hang and set lighting plot prior to JSB's arrival (this is to include all color being in place and dimmer patch information available). The plot should be complete and ready to be focused at the arrival of JSB at the theater.

A typical first performance day schedule would be:

- JSB lighting designer will check lighting cues and performers will warmup on stage late morning on the day of the first performance (usually at 10 a.m. – dance floor should be clean and dry for the arrival of the performers at 11 a.m.).
- Technical rehearsal with full show crew will follow warmup (12:30-3:30).
- Following rehearsal, performers and crew will break until evening (notes if needed – please clean the dance floor again).
- Performers will need access to dressing room and stage 2 to 3 hours prior to curtain time for every performance.
- House doors will open 30 minutes prior to performance.
- Performances are generally less than 2 hours.
- JSB equipment and costumes strike and load out are the first priority of the crew following the final curtain (the load out and strike are generally 30-60 minutes).

Additional performance day would usually require only the later portion of the above schedule.

**Crew call** for performances is one hour prior to curtain.

**Heating:** Because dancer's muscles tighten in cool air and drafts, making it impossible for them to dance safely, proper heat levels (70° - 75° F) must be maintained in the playing area and in the dressing rooms during all rehearsals and performances. Local presenter agrees to make reasonable efforts to control and regulate any temperature control system so that the above levels can be maintained and excessive drafts and mechanical noise eliminated.

**Dressing Rooms:** Presenter shall provide clean, private, well ventilated (heated for winter and air-conditioned for summer), and well lighted dressing rooms with private toilet facilities capable of being locked at any time (with 2 keys available to JSB) for 6-10 dancers.

Dressing rooms must be equipped with:

1. Makeup mirror with proper lighting
2. At least one full length mirror
3. Adequate AC outlets
4. No smoking signs on the door of the dressing room
5. An ironing board and iron or steamer
6. Coat hangers and wardrobe racks

7. Chairs
8. Hot and cold running water

**Hospitality:** On day of performance dancers need drinking water available backstage all day. One light meal or snacks available in the early afternoon (noon or 1:00 pm until 3 or 4 pm) would be appreciated. This could include items such as a deli tray and assorted bagels or breads, with vegetables/nuts or trail mix for non-meat eaters, an assortment of fresh fruits (including bananas and oranges), yogurt, and granola bars. An assortment of beverages including orange juice, tea, bottled water, coffee and Coca-Cola is appreciated.

**Sound System:** JSB does not carry a sound system. Presenter will always provide a CD player in good operating condition. Presenter will provide a sound operator. Sound control and level is totally at JSB's discretion; however a reasonable effort will be made to accommodate the presenters requests, provided that a representative of the presenter is present when sound levels are prepared.

JSB generally restricts the use of microphones to announcements of casting, program change and audience safety only.

**Intercom:** Presenter agrees to provide an intercom headset system in good working order, consisting of 3-8 headset/beltpack stations to allow communication between JSB stage manager, sound operator, light board operator, fly rail, stage right, stage left, curtain, and center of house at the production table.

**Lighting Equipment:** JSB does not carry lighting equipment necessary for performance of the repertory. Presenter agrees that all lighting equipment will be provided at its own expense and if such equipment is not available at the theater as part of its equipment complement, Presenter agrees to rent or otherwise provide such equipment. Presenter further agrees that all equipment necessary for JSB's performance(s) shall be in good working order and present at the theater prior to the company's arrival. A ground plan to scale of the facility, lighting inventory, rigging plot would ideally be returned with the signed contract.

JSB will provide a light plot specific to the individual theater at least 10 days prior to the company's load-in/focus call. Presenter agrees to hang light plot as drawn with masking as indicated, all lights cabled and patched as indicated, before the arrival of JSB Technical Director for load-in/focus call.

Local Presenter Agrees To Provide the Following Lighting Equipment (JSB will generally be able to work with your equipment but these numbers are meant as a guideline for presenters):

Front of House:

1. 12 Ellipsoidals (2 washes)
2. 6 Ellipsoidals (2 washes): stage right box boom position
3. 6 Ellipsoidals (2 washes): stage left box boom position
4. Curtain warmers

JSB uses three to five overhead electrics and eight to 10 side light booms. The side light booms are to be at least twelve feet high with weighted bases. All sidelight units should be hung on sidearms. The following list of equipment is an idea of the equipment needed to complete the overhead and sidelight hang:

1. 50 - 6x9 or 36° ellipsoidal, 575 watts or greater
2. 50 - 6x12 or 26° ellipsoidal, 575 watts or greater
3. 40 par 64 cans or equivalent with 20 mfl lamps and 20 wfl lamps or equivalent fresnels
4. sufficient cyclorama lighting to evenly cover the backdrop with at least 3 colors (a groundrow is appreciated if available)
5. side arms for each side light boom positions

Dimmers: Sufficient dimmers for the plot. Dimmers should be DMX addressable if JSB is providing it's light board (JSB will generally be able to work within your dimmer inventory).

Control Board: JSB may travel with its own lighting board, please contact JSB if there are any questions regarding lighting needs.

Color: Presenter will provide color media for all instruments. JSB will provide any templates. Presenter will provide template holders.

**The above are sample requirements and entirely dependent on programming. JSB will attempt to accommodate all situations.**

Stagehands: MINIMUM CREW AGE IS 17.

JSB will provide a Stage Manager and Lighting Supervisor. Local Presenter will be responsible for providing stagehands required whether by local union rules or by the needs of the production. Please contact JSB for guidance on crew needs for your venue.

Crew for load-in and focus call: minimum of 7

- 3 Electricians
- 1 Flyperson
- 1 Prop/Carpenter
- 1 Sound
- 1 Wardrobe (presser/stitcher)

Crew for rehearsals and performance: minimum of 5

- 2-3 Electricians (1 or 2 on stage, 1 light board operator – unless JSB is using its board, then JSB will operate the console)
- 1 Flyperson (rail and curtain)
- 1 Sound Operator
- 1 Wardrobe (dresser)

Please feel free to contact James Sewell Ballet Production Manager with any questions or concerns regarding the technical aspects of the performance: Kevin Jones, 1920 South 1st Street, #1702, Minneapolis MN 55454. Telephone: 651-690-8699 (O), 612-371-9988 (H), 651-690-6769 (Fax); 612-670-3008 (Cellular). Email: [kajones@mn.rr.com](mailto:kajones@mn.rr.com) or [kajones@stkate.edu](mailto:kajones@stkate.edu)

For **AM AHL & THE NIGHT VISITORS** only: Shepherd extras are an integral part of the Amahl production, therefore the Presenter commits to providing a minimum of five shepherds and a maximum of six shepherds (fewer than five and seven or eight doesn't work). As an option, one of the shepherds can be a mature child of around five years of age. All other shepherds must be adult-looking size – at least five feet tall or more. Shepherds should represent some minimal gender balance. These constraints are based on the available costumes, and on the need to standardize this aspect of the production. **Shepherds should be available for a two-hour rehearsal, as well as a Dress Rehearsal/technical run-through and the performance(s).**

Signed and agreed to:

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Presenter

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For the Artist

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Date

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Date

rev. 7/05