

THEATRE FACT SHEET

STAGE DIMENSIONS

Proscenium - 29'10" W x 18'H (9.09m x 6.05m)

Depth - 31'2" (9.5m)

Apron - 4'2" (1.27m)

Wings - 12' SR and SL (4.88m)

Orchestra Pit - 11'6" x 33'6" (4.77m x 14.98m) *at center line*

STAGE FLOORING

 AGMA approved stage flooring

Reversible black/gray marley-type dance floor (3 available: modern, ballet, tap)

SEATING

 624 maximum capacity. No standing room

Orchestra: 438 Fixed seats, 16 Loose chairs (*can be removed to accommodate mobility impaired*)

Balcony: 170 Seats

Additional 36 seats may be placed on orchestra lift for an additional charge.

LIGHTING

 Full Repertory Light plot (no rep focus) with:

360 dimmers; 183 units

2-1200 watt HMI Lycian M2 followspots

LED cyc lights; LED backlight

ETC Ion lighting console

45 additional lighting units

ETC Net 2 w/ 5 Gateway nodes

SOUND SYSTEM

 Stereo sound system with:

4 Meyer CQ-Series Front of House speakers

6 Meyer UM-1P monitor speakers

56 channel digital mix board (**Yamaha CL5**)

QLab playback (audio only) and stereo recording system

8 wireless handhelds OR lavaliers OR DPA 4088 earset mics (available for additional charge)

REAR PROJECTION SCREEN AND PROJECTOR

 (available for additional charge)

15' high x 20' wide rear projection screen with masking skirt

1 – Epson L1505 UHNL Projector with 12K Lumens, wide throw lens

Barco Image Pro-II switcher/scaler (VS/SC/SW 1RU)

DSAN Perfect Cue Mini 3-button remote w/laser pointer

RIGGING

53 counterweight linesets on 6" centers

SOFTGOODS

Standard masking with 5 pairs black legs
and borders

Black Scrim and White Scrim

Natural Seamless Cyclorama

Side tabs

Black Out Panels

Mid-stage black Traveler

Pipe and Drape

OTHER

Dressing Rooms - 10 rooms accommodating 62 performers

1918 Steinway Model D Grand Piano

RULES REGARDING ALCOHOL

REQUIREMENTS DUE PRIOR TO EVENT

Caterers must present the following at least one business day prior to the event in order to serve food and beverage (including alcohol) at Hunter College:

Copy of the caterer's license to provide liquor OR the on-premise liquor license from caterers having an affiliation of restaurants seating 50 person or more;

Copy of the caterer's one-time permit to serve liquor at Hunter College for the specific event. The application is found at <http://www.sla.ny.gov/system/files/special-event-permit-061011.pdf>. This must be secured from the NY State Liquor Authority. Application must be received by the Liquor Authority a minimum of 30 days prior to the function; and

Certificate of Insurance, including host liquor liability with minimum limits of \$1,000,000 and a \$5,000,000 in the aggregate. The insurance policy must name City University of New York, the Dormitory Authority of the State of New York, Hunter College, the City of New York, and New York State as additional insureds and defend Hunter College in the event of a lawsuit.

OTHER RULES

Beverage consumption is restricted to the designated event site and may not be consumed at other locations on the property.

The caterer is responsible for monitoring the use of alcohol and ensuring that all applicable laws are adhered to, including the serving of alcoholic beverages only to persons 21 years of age or older. Hunter reserves the right to monitor alcohol use at any time and/or terminate service to any individual or group.

PROMOTIONAL TOOLS

The Kaye Playhouse at Hunter College offers a unique marketing service via our "promotional tools list," a compilation of media contacts that may be able to offer free promotional advertisements for Kaye Playhouse performances. Once you have signed a contract and made your first payment for your upcoming production at the Kaye Playhouse, we offer gratis promotional support to further publicize performances. The media outlets are contacted by Kaye staff on behalf of the client, requiring no action on the production end, a dually distinctive offering in the theater rental business. Although Kaye staff can request and encourage the media contacts to support our clients, there is no guarantee that such advertisement will be published as it is at their discretion.

Internal promotional tools, subject to all necessary approvals, include:

Kaye Playhouse Web Site - Events listed at Kaye Playhouse website includes: event description, phone number, admission price and, if applicable, link to on-line sales.

Kaye Playhouse E-Mail Calendar of Events - Events emailed to over 20,000 subscribers.

Kaye Playhouse Lobby Advertisement – Events posted on lobby PowerPoint projector. Also available for day of performance promotional use (i.e. sponsorship ads or donor recognition)

Hunter Web Site - Events listed at Hunter homepage include: event description, venue website, phone number and admission price.

Hunter Gatherer - Events listed both in Hunter Gatherer newspaper and on website.

Student Government - Event information sent to student government for distribution to student body.

Hunter College Office of the Arts - Event information sent to Office of the Arts for email distribution to subscriber based students.

Hunter Radio - Event information sent to the Hunter Radio for broadcast

Continuing Education Program- Event Information sent to students in continuing education program via email distribution list.

Flyers - Located at the student government table, in Kaye poster boxes, in Performing Arts department poster boxes (subject to availability), and post cards strategically placed around campus.

Pre-Sale - Ability to offer a pre-sale available only to Hunter students, staff, and faculty (subject to scheduling).