

TECHNICAL AND FRONT OF HOUSE (FOH) SERVICES

EVENT USE LEVELS

The Performing Arts Center Management will need to be on site regardless of determined use level. Anytime technicians are needed (beginning at Level B), a stage manager must be present. For Level E and/or F, two (2) stage managers may be required. For any anticipated audience of 200 or greater, Front of House services (i.e. House Manager, ushers, box office/concession) may be needed.

Level A – No technicians required

- Use of two microphone (maximum)
- General house lighting presets
- Non-moving curtains

Level B – One or two technicians required

- Use of more than two microphones
- Lighting changes or reprogramming of general lighting presents
- Traveling curtains (side-to-side)
- Stage manager may be required at this level for direction and coordination of all technical components

Level C – Two to four technicians required, minimum of two rehearsals

- Level B, plus the following:
- One or two sound cue(s)
- One video cue
- Stage manager required at this level for direction and coordination of all technical components

Level D – Four to six technicians required, minimum of four rehearsals

- Level C, plus the following:
- At least one (1) lighting technician throughout event. Two (2) may be necessary
- At least one (1) sound technician throughout event. Two (2) may be necessary.
- Traveling curtains
- More than one video cue

Level E – Six to ten technicians required, minimum of six rehearsals

- All components listed above, plus operation of fly rigging system

Level F – More than ten technicians, minimum of ten rehearsals

- All components list above, plus:
- Any hanging/focusing of special lighting instruments
- Use of special effects
- Us of specialty microphones

At all levels, the group/organization is required to clear all personal effects from all areas immediately following the event. Total set strike must be completed no later than 24-hours after start time of last performance.