Important Technical Information and Specifications Regarding the
Regis College Fine Arts Center

The following is a quick overview of important information concerning the use of the Fine Arts Center facilities as well as a list of general technical specifications for each venue. For more specific details please contact the Fine Arts Center Technical Director.

On-site Supervision
Regis College provides a Facility Supervisor for all events at the Fine Arts Center. The Facility Supervisor is the Regis College Liaison to both internal and external clients and has full authority to make final decisions regarding safety, technical matters, and policy questions. If there are any concerns, the Facility Supervisor is the person to bring them to for resolution.

The Facility Supervisor is on-site to answer client questions and to provide instruction in the safe and proper use of theater systems. The Facility Supervisor is neither available as running crew, nor for set up and strike of the event. Clients are responsible for providing their own event operation personnel.

Duration of a “Day”
The duration of a standard rental day is eight consecutive hours. However, clients may use the facility for any duration. Time beyond the specified eight hours will incur additional charges and be stipulated in the rental contract.

General Notes
- The Fine Arts Center is a smoke free environment. Smoking is not permitted anywhere within the building. Smoking areas are established at external locations around the building.

- Food and drink are not allowed in the auditorium of any performance space, control area, or in the Box Office. Bottled Water is permitted for performers.

- Taping to painted surfaces is not allowed anywhere in the building. In both the Casey and Black Box Theatres, the on stage use of appropriate theatrical tapes is allowed. The use of Duct tape is not permitted on any surface in the building.

- The pinning of materials to any theatrical curtain is not allowed.

- Parking for the Fine Arts Center is located in Lot A just behind the building. There is a direct entrance to the Center from this location. If arrangements need to be made for parking a larger vehicle, contact the FAC Technical Director.

Load-in / Load-out
Equipment and materials for an event may be loaded in and out at the stage entrance loading doors. Vehicles may not be left at the loading door during a performance.

Each venue maintains a repertory light plot, rigging plot, and sound configuration. Any changes to these systems must be approved ahead of time by the Fine Arts Center Technical Director. All systems must be restored to their repertory configurations during the load out of the event.

Damages
The necessitation of excess cleaning following use of the facility or any damage to Regis College property will incur additional charges.
Eleanor Welsh Casey Theatre

Type: Proscenium
Seating Capacity: 651 (646 + 5 wheelchair) first two rows (AA 10 seats, BB 11 seats) are removable and are generally not in place. The addition of loose chairs is a violation of fire code and is not permitted.
Orchestra Pit: None
Control booth: Back of house

Stage Dimensions:
Proscenium: 40'-0"w x 20'-0"h x 2'-0"d
Stage: 40'-0"w x 30'-0"d (plaster line to sky cloth)
Apron: 40'-0"w x 7'-3"d (plaster line to edge of stage)
44'-6"w x 5'-3"d (proscenium front to edge of stage)
SL wing: 12'-6"w x 30'-0"d
SR wing: 12'-0"w x 30'-0"d
Crossover: 64'-0"w x 8'-0"d upstage behind the sky cloth (cyc)

Load-in access: Stage right, ground level, and 10’w x 16’h roll door.
Fly system: Stage left, single purchase, tracked counterweight system, deck loaded.
28 battens (three electrics), 52'-0” long, on-center.
Grid height: 36'-0"
Max in: 5’-1” from deck.
Max out: 29’-8” from deck.
Stage deck: 3/8” Dark Grey PolyBoard sheeting, panel sub-floor on cushioned sleepers.

Power: Company box located upstage right, 100A, 3 phase, with cam lock ends.
House power 110v/20A throughout the backstage and apron.

Lighting: House repertory light plot in place.
198, 2.4k ETC L86 dimmers, hardwired dimmer per circuit.
22 (additional) dedicated house light dimmers.
3 stage electrics, 9 floor pockets w 4 circuits ea., FOH catwalks and side galleries.
Connection: 20A stage pin.

Lighting Control: ETC Expression 3 (no RFU) data connections (DMX Universe 1) in booth and backstage right. Data connection (DMX Universe 2) in booth. DMX Opti-splitter in mid-house break aisle. 4 DMX Universe 2 out puts at stage level behind proscenium arch (A & B stage right, C & D stage left).

Audio: Mixing Desk: DDA, D series 24x8x2
Processing rack: Klark-Teknik DN360 graphic equalizer
Yamaha SPX900 effects processor
Play Back Devices: Tascam 122mkII cassette deck
Denon DN-C615 CD/Mp3 player
(2) Tascam BR20 ¼" reel-to-reel decks
Panasonic SV3600 digital audio tape deck
Sony MDS JE630 minidisc deck
Alesis iMultiMix 9R 9 Channel Mixer with iPod Dock
Booth monitors: (2) Electro Voice sentry 100A monitors powered by a Crest Audio 1501A amplifier.

House Speakers:
Center cluster: (2) Apogee AE-5 speakers through an Apogee P-3PV signal processor powered by a Crest Audio 4801, 3400 watt amplifier.
House EQ (locked) Klark-Teknik 3600

Side fill (L&R): (2) Apogee AE-5 speakers through an Apogee P-3PV signal processor powered by a Crest Audio 4801, 3400 watt amplifier.
House EQ (locked) Klark-Teknik 3600

Rear of house delays and subwoofer:
(3) Apogee AE-3 speakers, Apogee AE-4 subwoofer processed through a Klark-Teknik DN716 delay unit and Apogee P-3PV signal processor, powered by a Crest Audio 4801, 3400 watt amplifier.

House EQ (locked) Klark-Teknik 3600

Stage monitors: (4) Apogee AE-3M stage monitors processed through two Apogee P-3RV signal processors, powered by Crest Audio 4801, 3400 watt amplifiers. Multiple monitor positions throughout the backstage and auditorium. Neutrix, speakon connectors.

House System Assisted Listening:
Williams Sound, FM transmitter, headsets and earpieces available.

MIX position: Mid-house, 58 feet horizontal, + 58 inches vertical from edge of stage, on centerline. Most programs run audio from the control booth at the back of the house.

Intercom: Clear Com, 2 channel, (8) belt packs and headsets, 15’ mic cables. Connections in control booth, backstage right, left, and upstage, dimmer room, amp room, catwalks, and follow-spot positions. There is a page system to the green room.

Green Room Suite
Located at stage level (access from stage right), men’s and women’s rooms with showers, common make-up room and lounge, connecting wardrobe room includes washer, dryer, and dye sink. Space will accommodate 12-18 persons comfortably.

Both the Casey Theatre and Black Box theatre share the Green Room suite. Access to Black Box theatre is through the wardrobe room.

FAC 120, Black Box
Type: Black Box
Seating capacity: 80-100 depending on configuration (risers available)
Control Booth: technical gallery located above.
Dimensions: 30'-0" x 30'-0" square with a 30'-0" ceiling (exposed steel)
4’ wide stair access to technical gallery and Green Room along North wall. Entrance doors along East wall. (beneath the technical gallery)

Load-in access: Through main doors. (6’w x 6’-5”h)
Fly system: None
Lighting Grid: 6’ x 6’ grid of 1.5” pipe, 20’-0” off the deck.
Stage deck: 3/8” Dark Grey PolyBoard sheeting, panel sub-floor on cushioned sleepers.
Power: House power 110v/20A circuits along each wall.
Lighting: 36, 1.2k Leprecon MX dimmers
(4) eight circuit connector strips (moveable) connection: 20A stage pin
Lighting Control: ETC Expression 1 with RFU
Audio: None

Carney Gallery:
Type: Art Gallery
Seating capacity: 100 in lecture style.
Dimensions: Five-sided room with 5/8” sheetrock walls over 3/4” plywood
North wall (a): 29’-9”
East wall (b): 25’-8”
South wall (c): 35’-8”
West wall (d): 17’-3”
Enterance (glass) wall (e): 22’-3” (between the North and West walls)
Ceiling height: 11’-9” (plaster)

Floor: Finished oak strip

Power: Three, house power 110v/20A circuits, floor mounted

Lighting: Progressive track, R-40 and R20 heads, non-dimmable
   All eleven 110v/20A track circuits are ganged to single contactor.

Audio: None

**Lobby/Atrium:**

Type: Two floors, glass walled atrium, roughly in the shape of a quarter circle.

First floor: Fine Arts Center main entrance, with entrances to Casey Theatre, Carney Gallery, and Black Box Theatre. Box Office located next to Casey Theatre entrances, coatroom, elevator and stairs to second floor.

Second floor: Fine Arts Center entrance from parking Lot A, elevator and stairs to first floor.

Power: 1fl: Three, house power 110v/20 amp circuits.
   2fl: Two, house power 110v/20amp circuits.

Lighting: fluorescent, five circuits, non-dimmable.

**GENERAL:**

Pianos: Yamaha CFIII, 9-foot concert grand
   Yamaha C3, 6-foot stage grand
   Yamaha MX100B, disklavier upright

Music accessories: Two, 38’ Wenger acoustic reflectors (clouds) Casey Stage only
   Ten, Wenger, roll able choral reflectors
   120 music posture musician chairs (black)
   100 Wenger music stands
   Wenger conductor’s podium (single or double)

Parking: Adjacent parking (Lot A) 210 spaces plus HP parking with direct entrance to the Fine Arts Center atrium, second floor.
   Additional parking is located in nearby campus lots.

Tables/Chairs: Tables and chairs are available.
   Service tables: 8’and 6’ x30”
   Round tables: 72”, 60”, and 36” dia.
   “Hotel” chairs (chrome w/ blue upholstery)