

# Pushcart Players

261 Bloomfield Avenue, Suite A / Verona, NJ 07044  
[information@pushcartplayers.org](mailto:information@pushcartplayers.org) [www.pushcartplayers.org](http://www.pushcartplayers.org)  
973-857-1115

## “*HOLIDAY TALES – A Season of Miracles*” TECHNICAL RIDER

Venue: \_\_\_\_\_

Venue Address: \_\_\_\_\_

Date/Times: \_\_\_\_\_

PR/Marketing: \_\_\_\_\_

Load In Time: \_\_\_\_\_

Load In Location: \_\_\_\_\_

Parking Location: \_\_\_\_\_

Sound Check Time: \_\_\_\_\_

Venue Tech: \_\_\_\_\_

Tech Telephone: \_\_\_\_\_

Tech Email: \_\_\_\_\_

Doors Open: \_\_\_\_\_

Opening Act:           None

Number of Sets:       1

Length of Sets:               50 minutes

Hotel: \_\_\_\_\_

Hotel Address: \_\_\_\_\_

**Production Stage Manager for Pushcart Players:           Felicity D. Selby**

**Mobile: (862) 452-3516       Email: [stagemanager@pushcartplayers.org](mailto:stagemanager@pushcartplayers.org)**

**Office Administrator for Pushcart Players:                               Stacie Gogo**

**Office: (973) 857-1115       Email: [information@pushcartplayers.org](mailto:information@pushcartplayers.org)**

Please note: All Pushcart Players productions are adaptable to a variety of venues. This rider serves as a basic working outline of needs, which may be amended upon arrival to meet the needs of the performance in a particular venue. Any and all questions should be directed in advance to Pushcart's Production Stage Manager on the day of performance.

**INFORMATION REQUEST:**

Please fill in as much of the above information as possible. Most importantly, please provide Artist with name and contact information for venue technical director/stage manager. If available, please send a technical packet describing the venue, local hotel, restaurant, and other pertinent information.

## 1) LOAD IN / REHEARSAL / LOAD OUT

- A. Presenter will provide parking at loading dock or near stage door for load-in and load-out.
- B. Presenter will provide a theater manager to coordinate, schedule, and oversee the following aspects of rehearsal and performance: load-in, set-up, sound check and troubleshooting, cues and presets, break, show call, show running, break down, and load-out. This contact person will advance the performance with the company and be on site and in charge on the day of the performance. The Presenter's contact person will contact Pushcart Players' Production Manager at least two (2) weeks before the performance to coordinate the schedule.
- C. Presenter will provide sufficient personnel to load in and out, and run the performance. (Lighting Operator, Sound Operator, Deck Technician / (Flyman, as needed)
- D. Artist will be given at least 90 minutes in the performance venue on day of performance for technical rehearsal and set-up.
- E. Load In/Set Up Time: Approximately 90 minutes (1 ½ hours)
- F. Strike/Load Out Time: Approximately forty-five (45) minutes
- G. Additional Parking Expense: If free, accessible parking for Pushcart vehicles – tech van and actor/passenger vans – is not available on the days and times of performances, Presenter will pay any and all additional parking fees.

Load In Times will be determined between the Presenter and the Artist prior to the performance. Load in, set up, special focus, sound check and any necessary rehearsal will be completed approximately 30 minutes prior to performance for house open.

## 2) STAGE

Artist will provide all scenic elements necessary. Scenery consists of decorative masking flats left and right, 3 rolling flat pieces, plus several small set pieces, roll drops etc.

- A. The playing area required is approximately **20' from the downstage light curtain to upstage**; and **approximately 30 feet of playing area from left to right**. Presenter must provide masking to achieve this goal. (borders and legs). Presenter will need to mask in with a grand traveler.
- B. Presenter will provide **two (2) tables or similar work surfaces (6' or 8' folding)**. Placement at the discretion of the Artist Company Stage Manager on the day of performance.

- C. Presenter will provide an upstage cyclorama/bounce, or full stage black, for background whenever possible.

### 3) SOUND / LIGHTING REQUIREMENTS

- A. Presenter will provide an appropriate amplification system for professional, high definition sound reinforcement. This system shall be in perfect working order and totally free of noise (hum) or distortion. **Ground loops, RF interference, hums, hisses, pops, or buzzes are not acceptable. In some situations (festivals, proprietary systems) some substitutions of components may be unavoidable. All substitutions or deletions must be approved by the Artists.** The system shall include the following components:
1. **HOUSE CONSOLE** – House console with at least four (4) channels (four vocal inputs). All console functions 100% operational with spare power supply included.
  2. **HOUSE SPEAKER SYSTEM** – High quality speakers adequate for seating plan for vocals and soundtrack.
  3. **STAGE MONITORS** – Sufficient high quality monitors for Artists to hear playback of soundtrack.
  4. Artist will provide UHF wireless lavaliers. Artist will send a line feed to the venue sound system. Presenter will provide sufficient **adapters** to provide tie-in to house system of UHF wireless lavaliers.
- B. Presenter will provide an experienced sound technician responsible for the set-up and oversight of the afore-mentioned equipment during the performance.
- C. Presenter will provide an experienced lighting technician who will be in charge of hanging and focusing appropriate lights for the concert event. A technical rehearsal with the Artists will be provided the day of performance (may be held during Artist rehearsal).
- D. A **GENERAL STAGE WASH** will be provided by at least 12 Par 64 lamps mounted on light trees, overhead battens or trusses, creating an essentially “white,” well lit playing area. A **blue wash** for mood/scene changes is also required.
- E. Presenter must provide the following **Light Specials**:
1. Three (3) front of house specials, evenly spaced from center to extreme left and right positions (Rough focus is center, downstage right and downstage left. Stage Manager will do final focus on the day of the show).
  2. One (1) non-dim Edison circuit either left or right at worktable. To be determined by Company Stage Manager on day of performance.

### 4) DRESSING ROOMS

Presenter will provide two dressing rooms for performers that have access to the stage from the backstage area and are heated, clean and comfortable with chairs, mirrors, and have private bathrooms with running water (not open to public). Artist company consists of four performers and a company stage manager (and, as needed, an assistant stage manager).

**5) PERFORMANCE / INTERMISSION**

The Artist will perform for one 50-minute set (no intermission) unless otherwise noted above.

**6) MEALS / FOOD / BEVERAGES**

A. Cold beverages (bottled water, juice, soda), coffee / tea and an assortment of fresh fruit and vegetables will be provided by Presenter.

**7) REPRODUCTION/PUBLICITY**

- A. Presenter agrees to include the words “A Pushcart Players Production” in all advertising and billing of this performance. Including, but not limited to, on-line marketing and website listings.
- B. Presenter shall not permit and shall take all necessary steps to prohibit and enjoin, any recording, photographing, reproduction, transmission, broadcasting or filming of this Performance by any person, firm or corporation without the prior expressed written approval of both parties.
- C. Artist requests the Presenter make every effort in securing publicity about the performance through the Presenter’s local media outlets prior to the event, and will invite the media to the performance for the purpose of reviewing same. Artist requests the Presenter forward all printed articles and reviews to Artist’s Management.

**8) COMPLIMENTARY TICKETS**

The Presenter shall provide ten (10) complimentary tickets (i.e. 5 pairs) per performance for the use of the Artist. A list of tickets to be issued for the Artist will be delivered to the Presenter or the Facility’s box office not later than two (2) hours prior to the start of the performance(s).

This Rider is valid for the Pushcart Players performance of \_\_\_\_\_

on \_\_\_\_\_ at \_\_\_\_\_

Agreed this day, \_\_\_\_\_ 20\_\_ X \_\_\_\_\_  
(Presenter)

Agreed this day, \_\_\_\_\_ 20\_\_ X \_\_\_\_\_  
(for Pushcart Players)