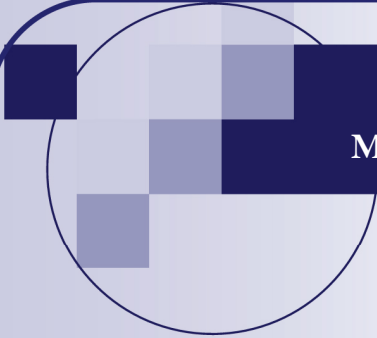




LINCOLN CENTER

Magnolia Theatre Stage and Technical information

417 West Magnolia
Fort Collins, Colorado 80521
Global Coordinates 40° 34' 55.40"N 105° 05' 00.00"W
www.lctix.com 970.221.6733

Technical Director	Gina Cochran	Administration	970.416.2758
	GCochran@fcgov.com	Fax:	970.221.6373
Assistant Technical Director	Gene Younkin	Technical Services	970.221.6397
	GYounkin@fcgov.com		
Box Office Coordinator	Debbie Dixon	Box Office	970.221.6808
	Ddixondobkins@fcgov.com	Fax	970.416.2725
Scheduling Coordinator	Robin Stitzel	Scheduling	970.221.6733
	RStitzel@fcgov.com		

Hours:

Administration Office and Scheduling Office: Monday - Friday, 8:00 am - 5:00 pm

Box Office: Tuesday - Saturday, 12:00pm noon – 6:00 pm (closed on Saturdays from Memorial Day to Labor Day) and one hour before events.

Information:

The Lincoln Center is a multi-venue performing and visual arts and conference facility, owned and operated by the City of Fort Collins, a municipal corporation. The Magnolia Theatre, constructed in 1978 and renovated in 2011, is a 224 seat proscenium theater and is **intended as a user-serviced space. As such, it is the Presenter's responsibility to arrange for qualified technical support personnel for their event.**

Directions to Lincoln Center:

Fort Collins is 60 miles north of Denver and 40 miles south of Cheyenne on Interstate 25. Take Exit 269 (Mulberry) west toward Fort Collins. Cross College Avenue (4 miles west of I-25) and continue west for three blocks. Facility is on the northwest corner of the intersection of Mulberry and Meldrum Streets, with a large sign visible from the corner. Enter the south parking lot via the driveway that opens onto Mulberry. A "Theater Truck Loading Zone" just inside this driveway runs perpendicular to Mulberry on the east side of the Mulberry pool. Stage door is on south side of building between Lincoln Center and Mulberry Pool building. Global Coordinates of the Lincoln Center are 40° 34' 55.40"N 105° 05' 00.00"W

Parking and Loading:

The loading doors are at street level, which is also stage level. There is neither ramp nor any stairs. When fully open, clearance through the exterior loading doors is 5'7" wide by 8'4" high (diagonal measurement approx 120"). Clearance through the backstage doors is 5'0" wide by 8'4" high (diagonal measurement approx 113"). Since the dock alley is a fire lane, trucks MUST be moved after loading and unloading. Long-term parking in the "Theater Truck Loading Zone" must be arranged in advance, subject to availability.

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Stage Dimensions and Specifications

The **Proscenium** opening is variable in height, using a soft portal on a hand operated winch. Portal is piped, flat-sewn black duvetyne.

Proscenium Height: 15 ft-18 ft (soft header adjustable via winch stage right) Width: 30'10"

Stage width, including wings: 69'10"

Stage right wing: 19'7" Stage left wing: 19'5"

Stage depth: Back wall to proscenium 23'9" Back wall to edge of apron 30'11 1/2"

The stage apron extends 7'0" from the proscenium into the audience. Aisles at stage level extend into the audience at either side.

Wood floor: Construction: oak tongue & groove planks over subfloor, laid on 2X4 stringers over crawlspace. Finish is flat medium walnut.

Drilling or fastening into stage floor is not allowed.

Rigging Configuration

The Mini Theatre does not have a fly system. Lighting fixtures, masking and scenic elements may be hung or rigged from a grid of 1.5" ID steel pipe (clearance to floor of 20' 6"). Access to grid is via casted scaffolding or 14-23 foot "A" frame extension ladder. Weight restrictions apply to any grid-supported element. Technical director MUST be consulted for approval of scenic rigging or creative solutions.

Soft Goods (Note: DRAPES MUST BE HUNG BY PRESENTER.)

Legs: 12' wide X 20'-5" tall black velourette, flat	6
8' wide X 20'-5" tall black velourette, flat	6
Blackout/wide legs – 19' wide x 20' tall (sized for low pipe in front of sky cloth).....	4
Sharkstooth scrim, 20 ft - 6 in X 30 ft, black.....	1
Sky cloth, 20 ft X 50 ft, off white muslin.....	1
Grand Drape: Eggplant, pleated velour, pulls from stage right.....	1
Borders - 4 ft X 30 ft, black.....	2

Sound System

Mix position is in the booth at the rear of the house; operable windows allow Presenters' operators to hear the space.

- Mixer: Yamaha 01-V 12 mic pre/16channel digital.
- Speakers: 2 - Bag End TA15 two-way cabinets, 2 - SA18 subwoofers; located above stage L and R
- Amplifiers: Bag End Processor, Crest and Soundtech amplifiers in stage right amp rack
- Microphone snake (inputs 1-24) stage right at amp rack
- Playback: 2 Denon pro CD players with auto cue
- Portable speakers: EV 12-inch two-way stage monitors (2)
- One wired hand held microphone with stand
- Upon request: one Shure lavalier or wireless handheld microphone

Crew Communications

Communications system includes a Clear-com single channel intercom system with one headset at Stage Manager's lectern stage left inside proscenium, and one in the light and sound booth that may be daisy-chained. Other headset jacks located stage left, stage right, and at the center of the house for a rehearsal/tech table. Audio monitors in dressing rooms feed from a fly mike over the stage.



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Lighting and Dimming System Information

*The Control Booth is located at the rear of the house, through a door off the house right rear aisle. Work lights switches are located just within the backstage doors up stage left and inside proscenium down stage right. House lighting can be controlled from the booth or from audience level house right. **NOTE: Presenter is responsible for providing qualified technical personnel for any customization of the space, technical elements or systems AND removing or restoring to base at the conclusion of the event.***

Control System - ETC Expression 3X Version 3.11 with 2 memory crossfaders, 10 pages of 24 submasters, bump buttons, rate and level wheel, two color monitors, remote focus unit for onstage focus and cue playback.

Dimming System - ETC Sensor Dimmers, 68/2400 watt dimmers plus house lights. Rack is addressable via 5-pin plug for DMX512 input from light booth or stage left wing.

Stage Lighting Positions and Circuits:

Please refer to current Magnolia Theatre floor plan or base lighting plot (or "rep" plot).

Instruments may be focused and gelled as desired. Additional inventory is available for specials and variations sufficient to most uses. Should your lighting designer or technician wish to move rep instruments, they may do so with the understanding that the cable must remain in place and that the rep plot must be restored in full during strike at the end of the production.

Circuits 20-amp 3-pin stage connectors

- **Front of House** - Catwalk-accessible circuits 1 - 12, located above auditorium floor 24 - pigtails (repeats)
 - o Additional FOH circuits 45-48 (house right) and 49-52 (house left)
- **First electric** - Circuits 13 - 24, located just upstage of grand drape 24- pigtails on bus duct (repeats)
- **Second Electric** - Circuits 25 - 36, located upstage in front of sky cloth. 12 - pigtails on bus duct (does not repeat)
- **Floor Pockets** - Circuits 37 - 40 stage left, 41-44 stage right (recessed floor receptacles)
- **Grid Boxes** - Circuits 61 - 64, located at smoke pocket stage right (flush receptacles)
 - o Circuits 65 - 68 located at smoke pocket stage right (flush receptacles)
- **Wall Boxes** - Located at shin height, circuits 53-56 on back wall up stage left (flush receptacles)
 - o Circuits 57-60 on proscenium wall down stage right (flush receptacles)

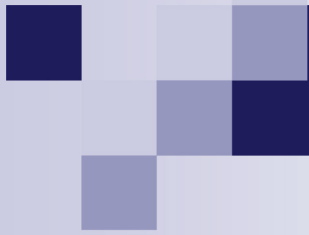
Instruments

- ETC Source Four Parnel.....30
- ETC Source Four 575 watt ellipsoidal spotlight, 26° 6
- ETC Source Four 575 watt ellipsoidal spotlight, 36° 26
- 6 X 9 Century Ellipsoidal spotlight, 500 watt20
- 6-inch Fresnel lens spotlight, 500 watt.....12 hung in Rep plot/16 free
- 4-color striplight, 750 watt per color, L&E MiniStrip MR16..... 3
- 3.5-inch Altman mini ellipsoidal spotlight, 500 watt 4

Accessories:

- 12-gauge stage cable 4, 10, 25, and 50 foot lengths
- 55-lb boom bases for 1-1/4 inch boom pipe 6
- 8-10 ft length, 1-1/4 inch diameter boom pipe 6

Lee and Roscolux color media, color frames, barn doors, twofers, stage pin to Edison adapters, safety cables, blue clip lights
Cable mats, Wood "A"-frame ladder, 18-foot aluminum scaffold, 20-ft aluminum extension ladder, Little Giant Ladder



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Miscellaneous

RENTAL CHARGES APPLY TO THE FOLLOWING (SUBJECT TO AVAILABILITY)

- Manhasset Music stands, black with lights
- Rosco-Gerriets dance floor, 4 rolls, 5 ft-3 in X 30 ft
- Yamaha Studio Upright Piano *tuning charges apply*
- Additional Source 4 lighting fixtures, risers, specialty lighting, additional microphones, etc. Please see rate schedule.

Performer Amenities - Dressing Rooms and Support Areas

DRESSING ROOMS

Dressing Room Suite

Room for 6-8 persons. Seated counter space with lighted mirrors, hanging racks, room for worktables/additional make up stations and private dressing area with sink and toilet/shower. A speaker in outer area monitors stage sound. **Suitable for star dressing room, makeup/wardrobe/hair work room, green room or Production office.**

Ensemble Dressing Room/Green Room

5 cubicles with lighted mirrors, counter space and clothing racks (room for 2-3 people each); men's and women's restrooms with showers, makeup area with lighted mirror and sink, and a small green room with seating area. Speakers in dressing rooms and green room monitor stage sound.

CROSSOVER.

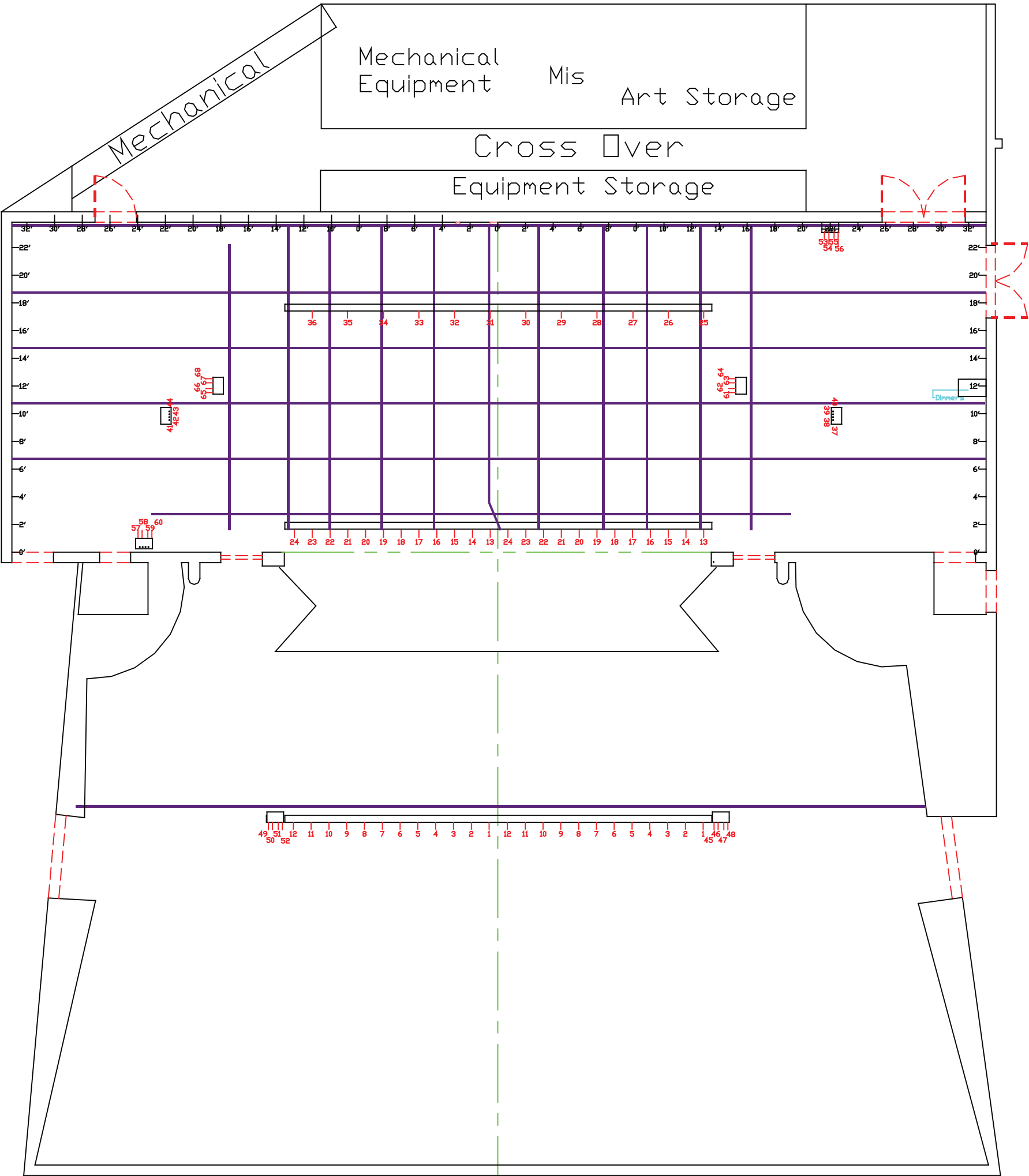
A crossover passage with limited storage area is located directly behind the performance space. It is accessed via double doors upstage left and a single door upstage right. Props, set pieces and work tables must be kept clear of the mechanical equipment and the dedicated pathway through this space.

BACKSTAGE TRAFFIC

The hallway between the dressing room and stage access is a shared hallway AND is an emergency exit pass through. As such, it must be kept clear. Props tables, clothing racks or work areas must be kept within the confines of the dressing rooms or backstage.

General Information

- Catering, hospitality, and beverage service is the responsibility of the presenter. Contact Scheduling for kitchen availability and a list of approved caterers. *Liquor consumed in the facility **must** be purchased from Lincoln Center concessionaire. Please consult with the Scheduling Coordinator.*
- The Lincoln Center is a **NON-SMOKING** facility. Per Colorado Law and City ordinance, smoking is prohibited inside at all times, including contextual use in live theatre performance. A fire-safe ashtray is available for disposal in specifically approved locations on the south, north and west sides of the facility.
- **Fire Code** requires reasonable treatment of building and decorating materials in public Facilities. Additionally, use of pyrotechnics or open flame on stage **must be approved** through an application process with Poudre Fire Authority. Please contact the Technical Director for details. Application charges apply.
- Food or drink is not allowed onstage in the Magnolia Theatre. Exception is made for bottled water or scripted food or drink specific to your production, per advance notice to the Technical Director.



FC LC Magnolia Theatre	
1/8" = 1'-0"	# _ DF _
Designer:	
Drawn By:	
Revised 06/11 by Jason Evenson	

LINCOLN CENTER MAGNOLIA THEATRE TECHNICAL QUESTIONNAIRE

COMPLETED QUESTIONNAIRE MUST BE RETURNED WITH CONTRACT. MEETING WITH TECHNICAL SERVICES DIRECTOR REQUIRED 4 WEEKS PRIOR TO LOAD IN. DETAILED DRAWINGS, PLANS OR OTHER TECHNICAL REQUIREMENTS ARE DUE AT THAT TIME. PLEASE CALL Gina Cochran at (970) 416-2758 TO ARRANGE THIS MEETING.

Return completed questionnaire to: GINA COCHRAN, Technical Services Director
gcochran@fcgov.com FAX (970)221-6373 OR by mail: 417 West Magnolia St. Fort Collins CO. 80521-2646

CONTACT INFORMATION

Producing Organization _____ Event _____
Administrative Contact _____ Phone/Email _____
Production Manager or Technical Contact _____ Phone/Email _____
Persons authorized for access, changes or issues related to charges _____

EVENT INFORMATION

Description of Event _____
Event Rehearsal & Performance Dates & Times _____

Set-in Date & Access Time _____
Tech Week Access Time(s) _____

TECHNICAL DETAILS

PLEASE SEE TECHNICAL SPECIFICATIONS AND RATE SHEET FOR EQUIPMENT INCLUDED WITH YOUR RENTAL. The Magnolia Theatre is equipped and intended as a user-serviced space. Training is available to familiarize Presenter's technical staff with our systems, or LC stage hands may be arranged at current labor rates. Safety orientation is required for anyone working at height or with electricity in the Magnolia Theatre. Please contact the TD to make these arrangements.

Scenery

DESCRIBE:

DESIGNER CONTACT INFO _____

PLEASE CHECK IF ☐ Rigging or connecting to the grid ☐ Laying flooring materials ☐ Need A/C power for built-in practicals

ADDITIONAL EQUIPMENT – RENTAL FEES APPLY.

Platforms Choral Risers Marley Dance floor Chairs/ Tables Lectern Piano Music Stands/Lights
Other _____

Lighting

☐ Will use the rep plot OR ☐ Presenter's Designer with custom plot (Contact info _____)

☐ Special effects, flame or use of fog/haze **DESCRIBE** _____

Other _____

Audio Visual

Included: Basic House PA, 2 wired mics, 1 wireless mic, CD playback

☐ Presenter will provide operator OR ☐ Need LC sound tech/operator

ADDITIONAL EQUIPMENT – RENTAL FEES APPLY.

MP3 playback Additional Wired/Wireless Mics Instrument mics/DIs Monitors Media Projector & Screen
Other _____

Labor Request:

Check any that apply and note numbers

Set in Crew (Loaders, Riggers, Carpenters): _____ Performance Crew (Operators, Shifters): _____

Strike Crew (Loaders, Riggers, Carpenters): _____ Management (Stage Manager, Minor Supervisor): _____