

Playhouse Square presents:



PRODUCTION DESCRIPTION

Inspired by *The Velveteen Rabbit* by Margery Williams, the magical new musical *Velveteen* introduces us to Lulu, her gran, her beloved toys, and a nest of legendary rabbits. The show runs approximately 50 minutes in one act.

The Production travels with:

- (6) performers
- (1) Touring Production Stage Manager
- (1) ASM/ Understudy

Production travels with scenery, props, costumes and puppets in one (1) 16' Box Truck and an 8-passenger van.

LOCAL LABOR REQUIREMENTS

Load-in: The production requires four (4) hours to load in with a local crew of at least six (6) stagehands. Actual hours are dependent on local circumstances and individual venue conditions.

Show Call: Venue should provide three to four (3-4) local crew during the performance.

- (1) sound board operator to mix show from front of house.
- (1) electrician to help program/focus lights and operate venue light board
- (1) deck hand to help troubleshoot and communicate backstage. Will run Main Curtain if available.
- (1) A2 to assist with microphones and troubleshoot during the performance (can be combined with deck hand position if skilled in audio)

Load-out: 2 hours with 6 crew, based on local conditions.

SCENERY

- Standard dimensions required for on-stage scenery is 35' wide x 25' deep. Venue height clearance is recommended at 16' but can be accommodated at a minimum of 12'. A limited reduction to the playing space is possible in advance discussion.
- Venue will provide a white, seamless cyc. If one is not available, the performance can be run with a standard upstage black.
- The set consists of three (3) rolling window units on small casters. The units are moved by the cast throughout the show. One side of the window units depicts an outdoor scene (Image A). The other side of the scene units represent Lulu's bedroom (Image B).

Image A



Image B



- The Stage Right scenic unit lives 8' upstage from the proscenium & 8' off center SR.
- The Center scenic unit plays 18' from the proscenium on center and is the tallest unit at 5' 5 ½ W"x 11' H.
- The Stage Left scenic unit lives 8' upstage from the proscenium & 8' off center SL.
- Production travels with a ground row to mask strip lights used to light the white cyc (venue provided).
- Production requires an upstage crossover of at least 3' wide and 8' in wing space.

LIGHT

Production will travel with required gels and will utilize venue's in-house plot. Please pre-hang house lights prior to company arrival and provide blue running lights stage right, left and upstage. Ability to control house lights and create total blackout required.

Lighting includes three general full-stage washes and various specials on the window units with template washes. Production travels with templates and template holders. General lighting looks include the following:

- 3 Full Stage Washes (blue (L201 or R80 equivalent,) lavender (R54 or equivalent) & amber.
- 3 Washes splashing the full stage scenic (blue, lavender & amber).
- White Full Stage Wash (Area isolation, if possible).
- Strip lights to light cyclorama (venue provided)

Full lighting plot and recommendations will be provided during the advance for further conversations regarding light and color.

SOUND

SM will run pre-recorded music through Q-lab on a provided MAC iOS laptop at FOH. Ideally, laptop will connect to existing house equipment and make use of venue-provided sound system. Please alert us if you are unable to provide house sound system hook-up.

Production requires six (6) actor wireless microphones, Countryman H6 headset mics or equivalent preferred. These microphones and sound packs will be provided by the venue, unless otherwise discussed. Please alert us if you are unable to provide wireless microphone elements and packs. **It is important that all sound equipment is set up and fully operational prior to the company's arrival.**

Please provide 2 on-stage sound monitor speakers, to be placed in downstage corners. Levels should be controlled separately from the main mix in an auxiliary channel.

Communication systems are required between the SM, lights & sound operators, and deck crew.

FACILITY REQUIREMENTS

Backstage:

- Four 6' or 8' folding tables for props (2 SR, 2 SL)

- Costume rack USC of cyc.
- Decks and wings must be swept and mopped before performance.

For load-in and load-out, use of a Genie lift or the like is helpful. In the absence of a Genie lift, a 12' ladder is required. Please let us know if neither is available.

Safety: Upon arrival, please provide a rundown of Emergency Exits and building safety protocols (fire, active shooter, tornado, etc.)

Dressing rooms: Require a minimum of 3 principal dressing rooms (holding 2 or more actors) or 2 chorus dressing rooms with lighted mirrors and table space. Space must swept and mopped prior to the arrival of the company and lockable for security. Sinks with hot and cold running water shall be available in or as near as possible to the dressing rooms. Shower and internet access are appreciated. Company must have access to at least one private toilet (separate use from public audience).

Wardrobe: Please make available for company's use a designated wardrobe area with a washing machine, dryer, ironing facilities and costume rails. Company will do a laundry call following each performance.

Complimentary Tickets: We require up to six (6) complimentary tickets for our touring company members. All requests will go through the SM. If holds needs to be released sooner than 72 hours prior to the performance, please contact us.

Hotel: 8 single rooms are required for the company.

Hospitality: Please speak to production stage manager in advance to confirm dietary restrictions and preferences.

- Ample drinking water and cups shall be provided at all times.
- Single performance day: Water, coffee & hot water for tea required in the morning. Additional breakfast items are appreciated.
- Double performance day: Snacks or a light meal is appreciated in addition to beverages.

CONTACT INFORMATION

Please contact us if your venue doesn't meet technical requirement specifications or if you require any other details or information about the production.

Production to advance the show approximately 4 weeks prior to arrival.

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Director of Production

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