



Cenicienta: A Bilingual Cinderella Story
Addendum A - Technical Rider - Theaters/Performing Arts Centers

This list of technical requests is intended as a guideline. Glass Half Full Theatre (GHFT) has extensive experience in adapting Cenicienta to a variety of situations and stages (thrust, in the round, proscenium) while maintaining artistic integrity. Please contact us with any questions or concerns at Gricelda@GlassHalfFullTheatre.com.

FACILITY

A. STAGE REQUIREMENTS

1. Stage Opening, Width and Depth: Cenicienta is typically performed in Proscenium, but can accommodate to perform in the Round or a Thrust . Minimum stage depth 15' by width 13' (***Ideal 20' X 20'***). Minimum height 12'.
2. Stage Surface: Stage must be level and swept prior to each performance. The set does not need to be attached to the stage floor.
3. Temperature: Performance area and dressing rooms should be well heated/cooled to a minimum of 67°F and maximum of 80°F.
4. Preparing the theater prior to load-in: Cenicienta does not carry lighting equipment. See AUDIO REQUIREMENTS section for what sound equipment Cenicienta does travel with. Presenter agrees to pre-hang Cenicienta light plot and soft-goods prior to load-in. Pre-hang will include hanging or installing all lighting and sound equipment, cabling, patching, and verifying that all equipment is in proper working order.
5. Wireless Internet Access: Presenter agrees to provide an area in the facility (ideally dressing rooms, green room and theater house) with wireless-internet access.

B. SCENIC ELEMENTS

Presenter to provide scenic pieces consisting of the scenic elements that comprise the steps leading to the basement door at the upstage center point of the stage.

1. **A step unit** (ideally wooden, stained grayish brown) consisting of three steps (see picture for ideal look.) Height: 24" Width: 32" Depth: 24". Acceptable variations: a two step unit or a four step unit would both work. The height/ width/ depth can vary based on the number of steps and the height of the platform.
2. **A platform** (ideally painted black) at the height of the top step. Height: 24" (or the same height as the top step of the stair unit.) Width: 32" (minimum), up to 36" acceptable to accommodate the door platform width. Depth: 48" minimum. Platform must fit between the hung curtains and the back wall of the stage (backstage). The platform is not visible to the audience and is used to allow the actress to pass from view of the audience to the back stage through the door.
3. **A working door** in a frame secured to the downstage edge of the platform. Door may be supported by jacks on the upstage side of the door, or attached directly to the platform itself. Door should be secured firmly enough to withstand being slammed shut. **The door should open towards upstage**, with the doorknob located on the Stage Left side of the door if possible. A standard door of 32" is acceptable with an accompanying frame. If a standard door is used, the platform should be 48" x 48" (minimum). The "look" for the door is the inside of a basement door, ideally older, wooden or grey-ish white. See included pictures for ideal look. Note, the pictured door is narrower and taller than a standard door. Height of door frame: 85". Width of door frame: 32". Width of door: 24". Either a narrow door or standard door is acceptable.
4. A step, stepstool, or other shorter platform backstage to enable the performer to climb on and off the platform backstage, for example a single step or double step.

(If under extreme circumstances the Presenter cannot provide door, steps, and/or platform Cenicienta has a Plan B option where a light gobo of a door replaces all three aforementioned scenic items. This must be noted prior to contract signing and be further discussed during the advance.)

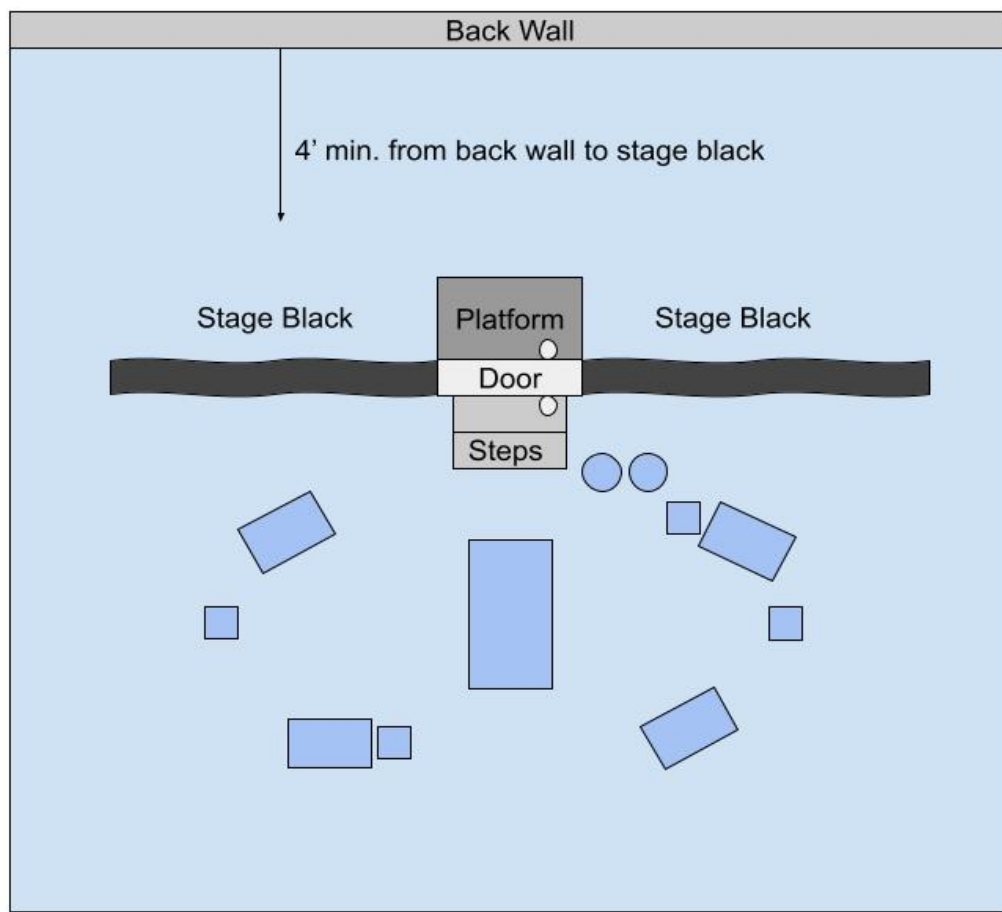
Sample steps and door:



C. SOFT-GOODS

1. Presenter provides two stage blacks, which must be hung prior to Cenicienta's arrival. This "back curtain" passes from UR to UL, with a gap between the two curtains of 2.5" (the width of the door frame). The platform with the door and steps will be placed in the space between these curtains, so that the curtains are flush to the Stage Right and Stage Left sides of the door and the platform is not visible to the audience. The space between the curtains should be adapted to the width of the door frame which is placed at center stage, upstage. Masking above the door is also preferable.
2. We require a pass-behind alley minimum of 4' from the stage blacks curtain to the back wall of the stage backstage.

BIRD'S EYE VIEW OF STAGE



D. DRESSING ROOM & WARDROBE

Presenter agrees to provide a dressing room for one performer which provides:

1. Lighting
2. Two chairs
3. Costume rack/ place to hang clothing with 3 hangers
4. Adequate heating/cooling
5. Access to restrooms with hot/cold running water.
6. Access to a Steamer or steam iron and ironing board
7. Access to a washing machine and dryer

E. GREEN ROOM

Presenter provides a green room centrally located to the stage and dressing rooms. It must be large enough to accommodate seating for 3.

F. PARKING

Presenter agrees to provide 1 safe, secure parking space close to the theater and easily accessible throughout the engagement period including load in, performances, and load out.

PERSONNEL

Presenter provides **2-4 Venue Crew** as needed (roles can be combined if applicable.)

A. Presenter provides the following crew for Load In:

1. **One Master Electrician/Lighting Technician:** Hangs, focuses, and troubleshoots lighting systems during rehearsal. Pre-sets instruments prior to Cenicienta arrival.
2. **One Audio Engineer/Sound Technician:** balances sound mix. Cenicienta provides a laptop with QLab for audio playback.
3. **Two Stage Crew** (or One Technical Director plus one stagehand) to unload scenic & prop elements and set up & secure the venue provided-platform, door, & step unit, and masking curtains (unless previously installed).

B. Presenter provides the following crew for Rehearsal & Performances:

1. **One Light Board Operator:** The Tour Stage Manager will run the sound cues and cue the Light Board Operator during the performance.
2. **One backstage hand OR paging system** to transmit top of show “places” cue to performer pre-show.

C. One Crew member is requested to support striking /loading the van.

D. Cenicienta provides the following touring personnel:

1. One Stage Manager
2. One Performer

LIGHT PLOT & REQUIREMENTS

Lighting requirements, subject to minor changes pre-approved by the Presenter and CENICIENTA:

A. LIGHT PLOT

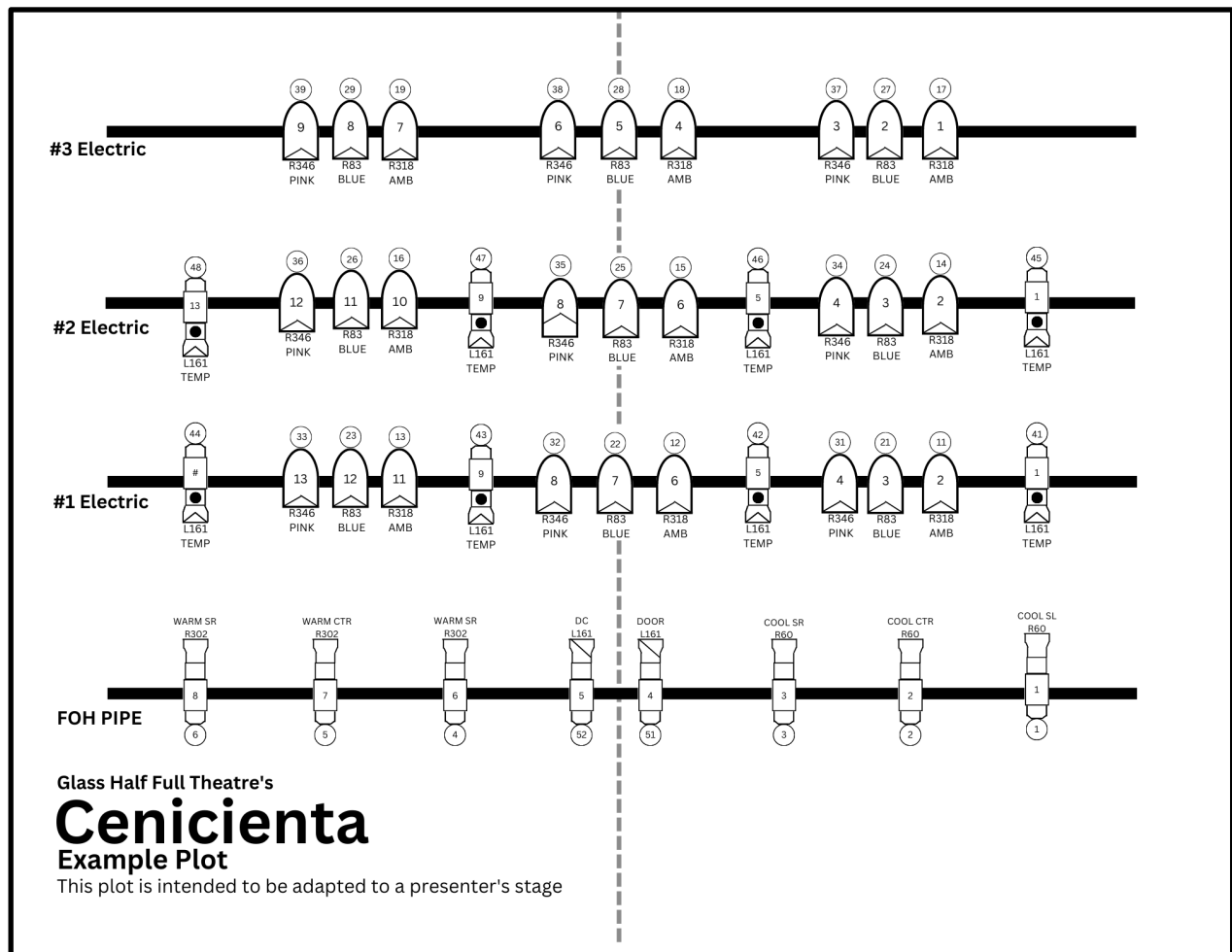
The presenter provides a **Full-Stage, *pre-focused* Rep Plot**:

1. 2-color Front Wash each even with separate control into three basic areas; stage left, center stage, and stage right.
 - a. One Warm e.g. R302
 - b. One Cool e.g. R60
2. 3-color Top or Back Wash
 - a. One Amber e.g. R318
 - b. One Deep Blue e.g. R83
 - c. One Pink or Purple e.g. R346
3. Top or Front Template Wash with CTB color correction
 - a. Template can be pulled from stock
 - b. Template should be an amorphous break up or foliage break up
4. Two Specials (if possible)
 - a. One on the door with CTB color correction
 - b. One Down Center with CTB color correction

An example light plot (not drafted to scale) that is intended to be adapted to Presenter's specific stage is included below.

B. LIGHTING BOARD

The presenter provides a computerized lighting console with at least 16 channels (i.e. ETC Expression, Obsession, ION, EOS, etc...) and an experienced electrician to program/operate.



AUDIO REQUIREMENTS

A. SOUND SYSTEM

Presenter will provide an acoustically tuned sound system to accommodate the space of the theater.

1. Amplifiers and Speakers:
 - a. One (1) Mixer with EQ and compression available on each channel.
 - b. Audio interface, Digital through the computer or 1"8" stereo out of computer VIA stereo DI (Radial preferred).

1. One (1) Center Channel (Specifically located upstage of door)
2. Two (2) Mains
3. Two (2) Surrounds
4. One (1) Sub

c. One (1) Countryman B3 or comparable over ear mic OR Two shot guns or area/choir mics over the playing area (LR config).

d. Cenicienta travels with a Scarlett interface 4i4.

B. PLAYBACK DEVICES

A laptop computer (provided by Cenicienta) will run audio cues using QLab. The laptop will connect to the soundboard. Presenter will provide all cabling.

C. HEAD-SET COMMUNICATION

Presenter provides the following communication system:

1. A monitoring system should be provided to the dressing rooms and green room that:

- a. Provides a clear signal of the stage audio
- b. Allows pre-show paging by the stage manager

2. A headset system allowing talk-back communication. Headsets positioned for the following:

- a. Stage Manager
- b. Sound Engineer
- c. Light Board Operator
- d. Backstage Crew (if applicable)

LOAD IN/LOAD OUT

A. PRIOR TO THE ARRIVAL OF CENICIENTA

1. Hang or install all lighting & sound equipment, cabling and

patching.

2. Install all soft goods.

B. AT ARRIVAL OF CENICIENTA

Cenicienta requires a minimum of approximately 2.5 hours to LOAD IN if all lighting and soft goods are pre-hung. If possible to include a run through, the Load in and Rehearsal will require 4 hrs total.

1. Load in and set up scenery & props, including venue provided platform, door and step unit (30 minutes)
2. Set light cues (60 - 120 minutes depending on light plot upon arrival)
3. Set levels and run sound cues (30 minutes)
4. Run through of show (50 minutes)
5. Reset of show (10 minutes)

C. STRIKE

1. Strike will approximately take 30 - 45 minutes, including van loading.
2. One Crew member is requested for help striking and loading the van.
3. If the set must be temporarily struck (in a festival situation), it will take approximately 20 minutes to strike, and 20 - 30 minutes to reload in.

PERFORMANCE INFORMATION

A. DURATION

1. Cenicienta runs approximately 50 minutes. There is no intermission.
2. An optional talkback for school performances immediately follows the show and lasts 5 – 10 minutes. If the Q&A is not going to take place, the company should be told during the advance.

B. MUSIC

Cenicienta provides pre-show music for the show.

C. HOUSE OPENING AND PRE-SHOW ANNOUNCEMENTS

1. The house can open 30 minutes prior to the start of the show once the Touring Stage Manager has cleared it for opening.
2. The Presenter should inform and coordinate with the Touring Stage Manager about any pre-show announcements, as the performer will be on stage while the audience is being seated and while houselights are still up, approximately 5-10 minutes before the top of the show. This moment of pre-show stage business is important to setting the story, but if the Presenter wishes to have Venue Staff/ House Manager/ Education Director do an onstage pre-show announcement or greeting, there can be a coordinated moment to do the announcement. Please discuss this during the advance.

D. RESET

Cenicienta requests a minimum of 1 hour break between performances. This includes 15 minutes to reset the stage and a 45 minute break for the performer.

E. PROGRAMS

1. Cenicienta does not provide printed programs. Please see the Glass Half Full Theatre Theatre Google Folder/Dropbox Link for the proper performer and creative team credit, media copy and images, and education materials.
2. On the Presenter's website and in any programs the Presenter creates/distributes, the Presenter must include the following copy:
"CENICIENTA was commissioned by Zach Theatre and written by Caroline Reck and Rupert Reyes. It was originally created and presented at Zach Theatre in collaboration with Teatro Vivo and Glass Half Full Theatre. The role of Belinda was originated by Gricelda Silva."

OTHER SERVICES

A. HOSPITALITY

The presenter provides the following:

1. Load-in/Tech Rehearsal AND Each Performance Day:
 - a. Basic meal or hearty snacks such as sandwiches, fresh fruit, bagels,

vegetable tray, mixed nuts, etc.

b. Beverages: Coffee and tea. Access to filtered/purified water.
Cenicienta travels with their own reusable water bottles.

2. Additional items: Ice in freezer or cooler for use in case of injuries.

Presenter and Technical Director: Please sign here to acknowledge and accept the terms of this technical rider. In doing so, you are confirming that you have noted and initialed on this rider any adjustments or concerns that need to be addressed during the advance.

Presenter **Date**

Technical Director **Date**