- C i t y o f S u n n y v a l e -
Sunnyvale Theatre Venue and Technical Specifications

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Contents

Venue Description.....1
Building Floorplan.....2
Seating Chart.....3
Set Design Guidelines.....4
Lighting Design Guidelines.....5
Lighting Instruments Available.....5
Sound System Specifications.....6
Multimedia Equipment Available.....7
Pianos.....7
Other Items.....7

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Venue Description

Sunnyvale Theatre is **an intimate 200-seat theater**, conveniently located on the Sunnyvale Community Center campus at 550 East Remington Drive, between El Camino Real and Saratoga-Sunnyvale Road.

Sunnyvale Theatre's stage performance area is 32' wide by 30' deep. Wing space is very limited. The stage surface is Masonite, with a plywood sub-floor over a cement pad. A stage-level dock provides easy access for load-in and strike. Sunnyvale Theatre is equipped with state-of the-art lighting and sound systems, and knowledgeable and friendly staff to assist in planning and producing your event. Stage capacity is 90 performers.

The auditorium features raked, continental seating (no center aisle), with fixed, padded theater seats. Side aisles are gradual stairs, and seating rows are wide to allow generous legroom.

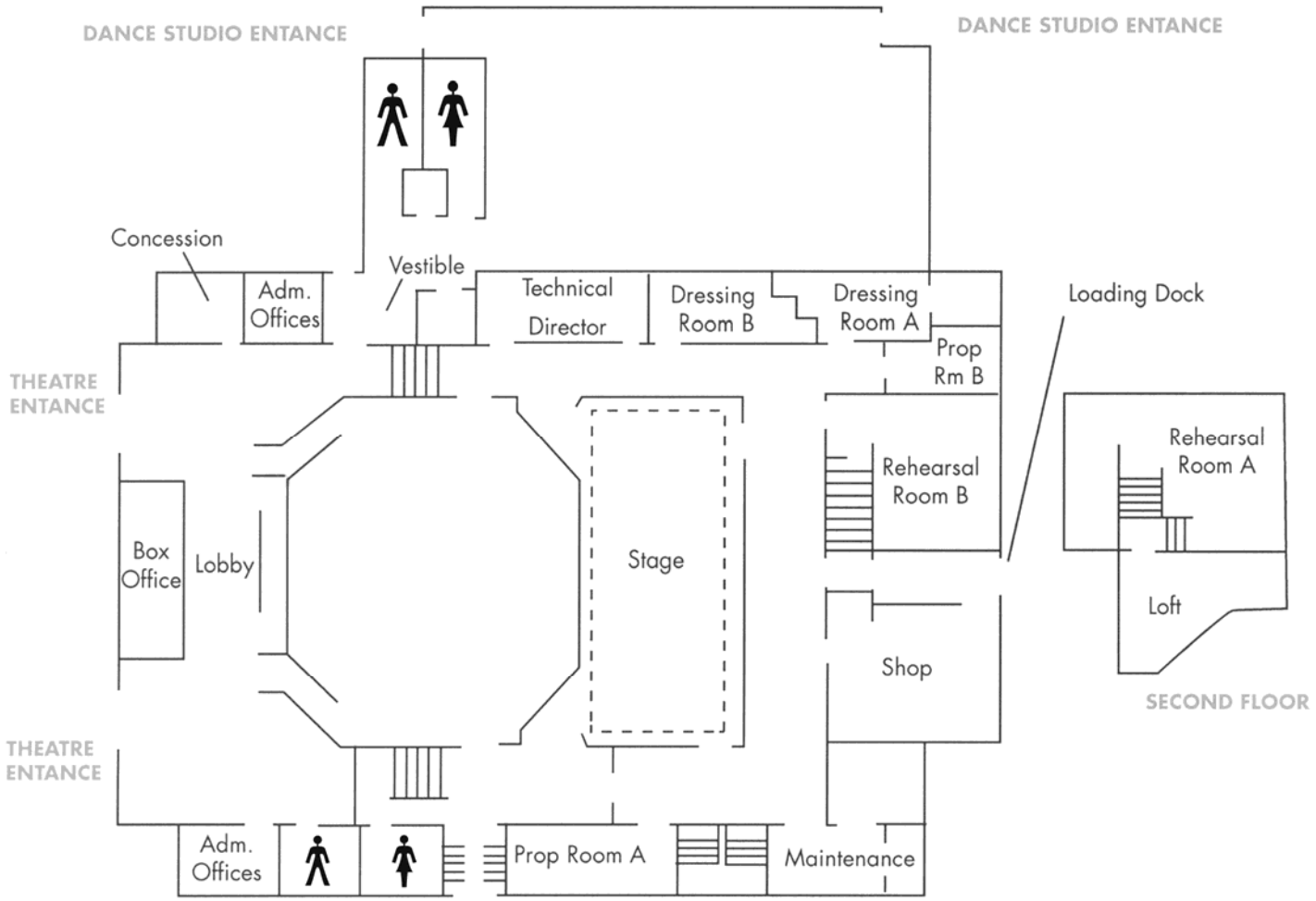
Very limited wheelchair seating is available in the back row, with room for one wheel chair at each end of the back row. With advance notice, staff can removed the end pairs of fixed seats to provide space for one additional wheelchair sitting sideways on each end of the back row. Because most patrons find it

uncomfortable to watch a show while seated sideways, this is seldom done. Wheelchair access to the stage is available via the loading dock or a wheel chair lift located in the vestibule at house left. Sunnyvale Theatre has four assisted listening devices. To use any of these assistive devices, contact Sunnyvale Theatre technical staff person on duty.

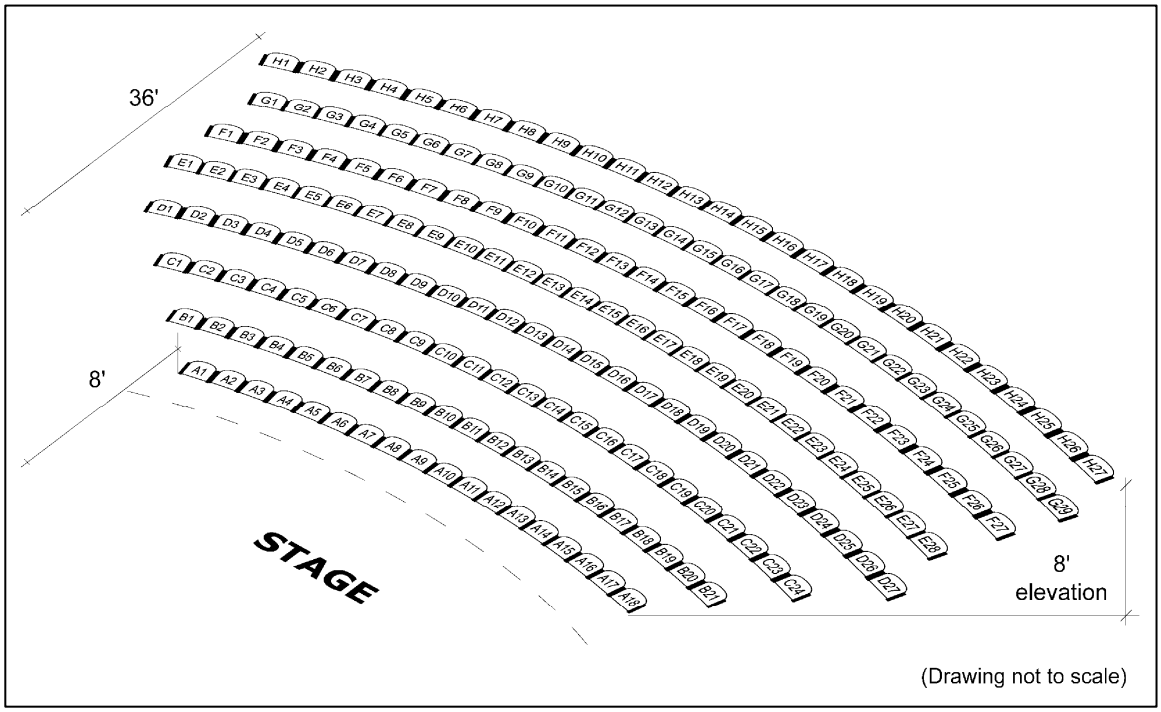
The lobby is of comfortable size with men's and women's restrooms on each side. There is ample room for souvenir sales tables. The lobby also has a concession stand suitable for light food and drink concessions, but renters wish to offer food and drink must make advance arrangements, provide an additional security deposit and additional staff. Lobby capacity is 487 standing. The Community Center has a variety of rooms in adjacent buildings that can be rented for larger pre- or post-show receptions.

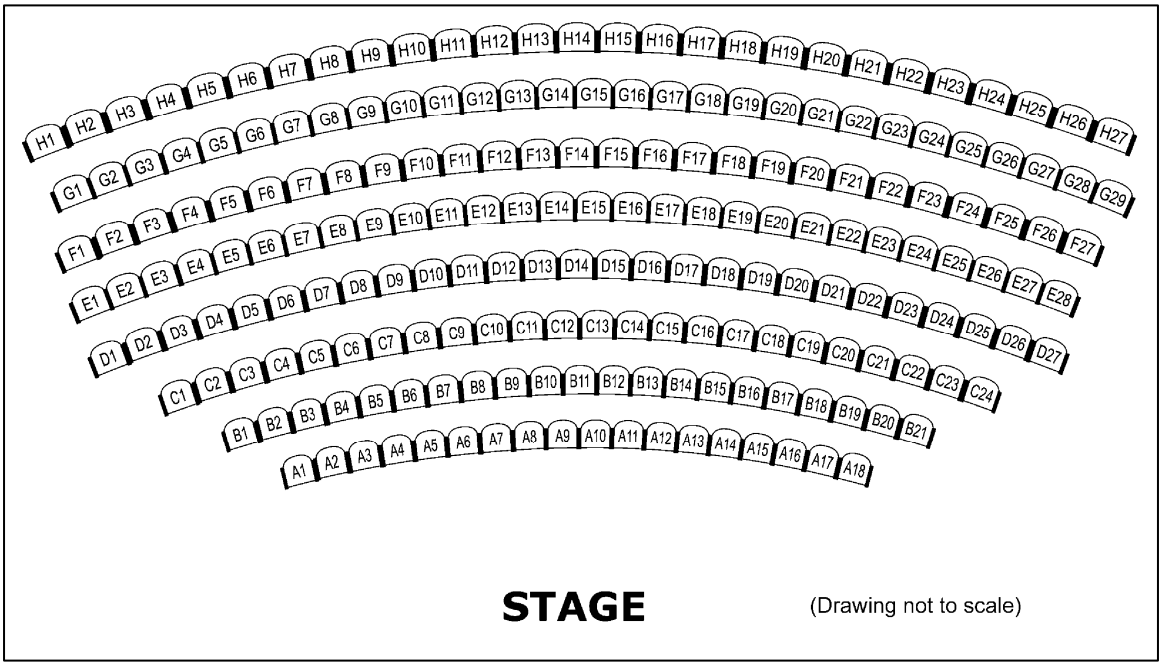
Other amenities include a box office, two medium-sized dressing rooms, equipped with lighted make-up tables and shower and toilet facilities; a mirrored rehearsal room, which can be used as a dressing room for large companies; and a green room with refrigerator, microwave and coffee pot for performers.

Floor Plan



Seating Charts





Set Design Guidelines

Sunnyvale Theatre is a busy facility, often with multiple groups sharing the stage in a given day. Storage space is at a premium. To ensure that your set works in our facility, you must submit **set designs to and receive approval from the Sunnyvale Theatre Technical Director 4 weeks prior to your load-in**. Here are some factors to consider when designing your set.

- At minimum, set designs must include ground plan, section, storage plot indicating how set will be stored in designated space and construction details of all scenery, including supports and bracing for any for any hanging scenic or practical lighting elements. Drawings must be to scale.

- Reserve your battens for hanging scenery as soon as possible. Battens are reserved on a first-come, first-served basis.

- A black scrim and a white scrim are available for your use but must be arranged in advance.

- City Technical Staff must inspect all hanging scenic elements before they are hung at load-in to insure proper counterweighing of battens.

- Scenery must be designed to facilitate quick set-up and daily strike. Unless the Sunnyvale Theatre Technical Director advises you otherwise, the stage will be used by another theater company between your performances.

- Scenery must be designed so it does not require screws or fastening devices to be put into the stage. Some exceptions may be granted, but only with advance written permission from the Sunnyvale Theatre Technical Director. If you are given special permission to use stage screws, holes must be patched and painted at strike.

- No painting of any kind is allowed on stage. All set pieces must be thoroughly dry before being brought onstage.

- Sunnyvale Theatre does not provide tools or materials. You may not use tools and materials in the shop or storage areas. Bring your own.

- If your production runs multiple days, your scenery must be able to fit in the designated storage area.

- Before scenery is allowed to be set on stage, City Technical Staff will check to make sure that it fits in the designated storage area.

- Bottoms of scenery must be able to move without damaging the floor. If your scenery damages the floor, you will be liable for the costs to replace or repair the damaged section.

- If you remove orchestra pit covers, you must take appropriate safety precautions and follow all City procedures.

Lighting Design Guidelines

Your rental of Sunnyvale Theatre includes use of our state-of-the-art all LED lighting system and two technical staff member to assist you by running the light and sound boards. Sunnyvale Theatre has a basic light plot that will cover the needs of most simple shows, such as lectures and solo or duet concerts, and can be discussed with the Technical Director when you go over your technical needs, approximately one month before your event and refined on-site during set-up.

However, for theater productions, dance concerts and other complex shows, you may wish to design your own lighting. If you do so, **lighting design is due to the Sunnyvale Theatre Technical Director 2 weeks prior to your event**. Here are some factors to consider when designing your own lighting.

- At minimum, your lighting plot must consist of instrument location and address. The drawing need not be to scale.
- The general plot cannot be modified in any way.
- No instruments of any kind may be hung on the house pipe.
- All specials must be tagged with your show's name clearly labeled on one side. Tags must be on the instrument connector and any additional cable. Any untagged instruments will be struck.
- Instrument accessories and cable are available on a first-come, first-served basis.
- All instruments must have a safety cable and be attached to a batten.
- You are responsible for checking the patch and batten trim height prior to each performance.
- Only people who have been trained by City Technical Staff may use rigging and/or the lighting and sound control boards.
- All practicals must be inspected by City Technical Staff prior to use.
- Unless prior arrangements have been made, your show's plot will be purged from the light board memory at strike.

Lighting Instruments Available

The following items are property of Sunnyvale Theatre and are available for your use if you choose to design your own lights.

14 @ Source 4LED Bodies with no more than
- 4 Source 4HD Lens Tube at 90 deg.
- 11 Source 4HD Lens Tube at 50 deg.
- 6 Source 4HD Lens Tube at 36 deg.
- 19 Source 4HD Lens Tube at 26 deg.
- 7 Source 4HD Lens Tube at 19 deg.

6 @ ETC D40 w/ wide oval, 25 degree and very narrow round lenes

4 @ ETC D60 w/ wide oval, med round and very narrow round lenes

There are two S4LED equipped with a drop in iris and spot handle for follow spots as well as a conductor spot hanging in the beam.

Sound System Specifications

Sunnyvale Theatre's sound system consists of the following equipment:

Mackie TT24 Digital Mixer with:

- 24 Mic/Line Inputs each with 4-band EQ, Compressor, Gate, and Variable HPF
- 24 ADAT optical I/O (only 8 of each are used)
- 12 Aux Sends each with 6-band EQ and Compressor/Limiter
- 4 on board effects processors (Normaled to Aux Sends 9 – 12)
- 8 Groups
- LCR (left – center – right) Mains with 6-band EQ and Compressor/Limiter
- Snapshots for easy recall of your setup
- 5" Touchscreen control and USB Control from DAW computer

Two (2) Crown CTs2000

- Low Frequency Amps for the LCR Speakers

Two (2) Crown CTs600

- High Frequency Amps for the LCR Speakers

Two (2) Crown CE1000 Amplifiers

- Located onstage, normally used for Stage Monitors
- 450 Watts @ 4ohms Stereo
- 275 Watts @ 8ohms Stereo
- 900 Watts @ 8ohms Bridged Mono

One (1) Crown CE2000 Amplifier

- Located onstage, normally used for Monitor wedges and direction Sound effects.
- 660 Watts @ 4ohms Stereo
- 400 Watts @ 8ohms Stereo

Main Speakers

- Center Cluster – dbx DriveRack 220i DSP System Controller ; Two (2) JBL AM6215/64 Speakers
- Left/Right - dbx DriveRack 260 DSP System Controller ; Two (2) JBL AM6215/95 Speakers (one on each side).

Six (6) Floor Monitors (EAW)

- 8ohm, 250Watts RMS, 2-way
- Used for separate Band monitors
- Also used for directional sound effects.

Playback

- Q-LAB

Microphones

- Two (2) Shure SM 58
- Five (5) Shure Beta SM 58A
- Eight (8) Shure SM 57
- Three (3) Crown PCC 160 Floor Mics
- Three (3) Shure MX202B/S Overhead Mics
- Two (2) Audio-technica ATM10
- Five (5) Shure SM81
- One (1) Electro-Voice DS35
- One (1) Shure Drum Mic Kit including:
    - One (1) Shure PG52 for Kick Drum
    - Two (2) Shure PG81 for Overheads
    - Three (3) Shure PG56 for Toms
- Two (2) Pro Co Sound DB1 Direct Boxes

Sound System Accessories

- Two (2) Pro Co Sound DB1 Direct Boxed
- One (1) Shure Tone Generator

Microphone/Music Stands

- Fifteen (15) full-size microphone stands (4 red, 5 black, 6 silver)
- Ten (10) table-top microphone stands (all black)
- Eighteen (18) music stands

Multimedia Equipment

Multimedia equipment is not included with basic theater rental. However, Sunnyvale Theatre has the following items available for rent at the price indicated.

- Mitsubishi x500 LCD Projector for rent at $100/event

Pianos

A piano for use during performance is not included with basic theater rental. However, Sunnyvale Theatre has the following items available for rent at the price indicated. If you wish to use one of our pianos, please request it on your rental application, so we have advance notice to arrange for tuning before your event.

- Yamaha C-7 Semi-Concert Grand Piano (made in Japan), tuned for use on stage at $100/event
- Baldwin Hamilton E250, tuned for use on stage at $85/event (for use in rehearsal hall only, free of charge, no pre-event tuning)
- Baldwin 248A, tuned for use only in the pit., for rent at $85/event

Other Items

The loading dock entrance is 7’6” wide by 10’6” high.

Sunnyvale Theatre has the following furniture available for your use.

- 30 black plastic stackable chairs
- 5 folding tables in various sizes
- 2 stools

Marley flooring to fit the stage is available. However, this item is labor-intensive to set up and strike. It requires approximately 1 hour to set-up and 1 hour to strike, with a crew of four. Renters who wish to lay Marley are required to add two additional hours to their rental – one hour for set-up prior to loading in any equipment or arrival of performers, and one-hour after the renter's equipment is struck. Renters may provide their own experienced crew of four people to lay the floor under supervision from the City's technical staff, or pay additional labor costs for City staff to lay the floor.

Choral risers are available, and riser platforms also may be available if not already reserved for another event at the Community Center. However, both types of risers are labor-intensive to set up and strike. Renters who wish to add risers are required to add one additional hour to their rental – 30 minutes for set-up prior to loading in any equipment or arrival of performers, and 30 minutes after the renter's equipment is struck. Renters must also pay additional labor costs.

Dressing Room A is 8' x 12' and includes makeup mirrors and shower.

Dressing Room B is 8' x 10' and includes makeup mirrors, shower and a 4'x 6' costume closet.

Rehearsal Room A, which is generally used as a green room, is 17' x 23' and contains a microwave. Rehearsal Room A is upstairs and not accessible by wheelchair.

Rehearsal Room B is 17' x 23' and includes an upright piano, chairs and gym mats. This room is also equipped with makeup mirrors and is frequently used as a chorus dressing room. There is no charge to use the piano in this room for warm-ups. However, the piano may not be moved onstage, and we do not make guarantee that it will be tuned.

The concession stand is equipped with the following items. The concession stand is only available to users who have made prior arrangements. A special deposit is required of users serving food or drink in the lobby.

- Residential size refrigerator
- Microwave oven
- Three 12-cup coffee pots, two 42-cup coffee pots
- Sink (no garbage disposal)

Sunnyvale Theatre can only accommodate two wheelchair patrons per show, with one wheelchair parked at the top of each aisle.

Sunnyvale Theatre is equipped with four assisted listening devices, which are stored in the Box Office. Patrons may check out the devices by leaving a driver's license or other ID with your house manager.