

THE ABTT: Theatre Listings Template Form

* Please fill out all relevant information below and send to
office@abtt.org.uk

NAME OF THEATRE

CONTACT INFORMATION

Address

Town

County

Postcode

Email

Main Contact (Name/ number/ email)

Company Manager (Name/ number/ email)

Box Office (Name/ number/ email)

General Admin (Name/ number/ email)

Stage Door (Name/ number/ email)

Technical Manager (Name/ number/ email)

Website

Website Technical Page

THEATRE STAFF

Technical Manager (Name/ number/ email)

Chief Electrician (Name/ number/ email)

Sound Technician (Name/ number/ email)

Stage Manager (Name/ number/ email)

Stage Carpenter (Name/ number/ email)

Flyman (Name/ number/ email)

Wardrobe Contact (Name/ number/ email)

FOH Contact/Manager (Name/ number/ email)

Accommodation list is available from:

STAGE DETAILS (ALL DIMENSIONS ARE IN METRES.)

Type of stage (pros/thurst...)

Rake

Surface

Is drilling or other fixing allowed?

Type of flying system

Total number of lines

Barrel (pipe) diameter

Barrel length

Max load rating per set

Maximum out dead

Overall load rating

Spacing between lines

Distance of first available set of lines from US side of pros

Apron Width

Apron Depth

Traps/Size

Weight Restrictions

Are stage plans available? If so, where from?

STAGE MANAGEMENT FACILITIES

Prompt corner pos.

FOH call facilities?

Cue-Lights?

Bar Bells?

Cue-Lights movable?

First aid box?

OVERALL DIMENSIONS

Size of Prosc:

Width

Height

Wing Space:

Stage Left

Height of Grid

Stage Right

Setting line to rear of prosc

Setting line to front edge of stage

Setting line rear wall

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ARE THESE AVAILABLE?**House tabs****Cyc.****Blacks:**

Borders

Legs

Tabs

UNUSUAL OR UNEXPECTED FEATURES

eg) Get in – height, drop, ramp etc...

LX & SOUND DETAILS**Power available and location:**

Lighting

Sound

Automation

LIGHTING**Additional power supplies available:**

General

Lighting

Sound

Automation

Number of dimmers/ relays & ratings:

On stage

FOH

Any patching/twinning?**Tungsten Lanterns available in fixed rig location:**

Profiles

Fresnels

Cyc Floods

Others

Follow Spots

Tungsten lanterns available for rigging anywhere:**LED Lanterns available in fixed rig location:**

Profiles

Fresnels

Cyc Floods

Others

Follow Spots

Rigging (eg Tallescope)**SOUND****Indication of tie lines****Mixer position****Equipment available****Headsets/Comms/CCTV details****ACCOMODATION****Dressing rooms****Showers & toilets****Access to stage****Wardrobe facilities****Wig room & facilities****ORCHESTRA****Pit size (permanent /variable)****EQUIPMENT AVAILABLE****Lit music stands****Chairs****Net****Rostra****Double bass pin boards****Sound baffles****ORCHESTRA ACCOMODATION****Band Rooms****OTHER/COMMENTS****Any other features**