

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

THE ABTT: Theatre Listings Template Form

ARE THESE AVAILABLE?

House tabs

[Grey bar]

Cyc.

[Grey bar]

Blacks:

Borders

[Grey bar]

Legs

[Grey bar]

Tabs

[Grey bar]

UNUSUAL OR UNEXPECTED FEATURES

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

[Grey bar]

LX & SOUND DETAILS

Power available and location:

Lighting

[Grey bar]

Sound

[Grey bar]

Automation

[Grey bar]

LIGHTING

Additional power supplies available:

General

[Grey bar]

Lighting

[Grey bar]

Sound

[Grey bar]

Automation

[Grey bar]

Number of dimmers/ relays & ratings:

On stage

[Grey bar]

FOH

[Grey bar]

Any patching/twinning?

[Grey bar]

Tungsten Lanterns available in fixed rig location:

Profiles

[Grey bar]

Fresnels

[Grey bar]

Cyc Floods

[Grey bar]

Others

[Grey bar]

Follow Spots

[Grey bar]

Tungsten lanterns available for rigging anywhere:

[Grey bar]

LED Lanterns available in fixed rig location:

Profiles

[Grey bar]

Fresnels

[Grey bar]

Cyc Floods

[Grey bar]

Others

[Grey bar]

Follow Spots

[Grey bar]

Rigging (eg Tallescope)

[Grey bar]

SOUND

Indication of tie lines

[Grey bar]

Mixer position

[Grey bar]

Equipment available

[Grey bar]

Headsets/Comms/CCTV details

[Grey bar]

ACCOMODATION

Dressing rooms

[Grey bar]

Showers & toilets

[Grey bar]

Access to stage

[Grey bar]

Wardrobe facilities

[Grey bar]

Wig room & facilities

[Grey bar]

ORCHESTRA

Pit size (permanent /variable)

[Grey bar]

EQUIPMENT AVAILABLE

Lit music stands

[Grey bar]

Chairs

[Grey bar]

Net

[Grey bar]

Rostra

[Grey bar]

Double bass pin boards

[Grey bar]

Sound baffles

[Grey bar]

ORCHESTRA ACCOMODATION

Band Rooms

[Grey bar]

OTHER/COMMENTS

Any other features

[Grey bar]