

## THE ABTT: Theatre Listings Template Form

\* Please fill out all relevant information below and send to [office@abtt.org.uk](mailto: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

[Input field]

Cyc.

[Input field]

Blacks:

Borders

[Input field]

Legs

[Input field]

Tabs

[Input field]

**UNUSUAL OR UNEXPECTED FEATURES**

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

[Input field]

**LX & SOUND DETAILS**

Power available and location:

Lighting

[Input field]

Sound

[Input field]

Automation

[Input field]

**LIGHTING**

Additional power supplies available:

General

[Input field]

Lighting

[Input field]

Sound

[Input field]

Automation

[Input field]

Number of dimmers/ relays & ratings:

On stage

[Input field]

FOH

[Input field]

Any patching/twinning?

[Input field]

Tungsten Lanterns available in fixed rig location:

Profiles

[Input field]

Fresnels

[Input field]

Cyc Floods

[Input field]

Others

[Input field]

Follow Spots

[Input field]

Tungsten lanterns available for rigging anywhere:

[Input field]

LED Lanterns available in fixed rig location:

Profiles

[Input field]

Fresnels

[Input field]

Cyc Floods

[Input field]

Others

[Input field]

Follow Spots

[Input field]

Rigging (eg Tallescope)

[Input field]

**SOUND**

Indication of tie lines

[Input field]

Mixer position

[Input field]

Equipment available

[Input field]

Headsets/Comms/CCTV details

[Input field]

**ACCOMODATION**

Dressing rooms

[Input field]

Showers & toilets

[Input field]

Access to stage

[Input field]

Wardrobe facilities

[Input field]

Wig room & facilities

[Input field]

**ORCHESTRA**

Pit size (permanent /variable)

[Input field]

**EQUIPMENT AVAILABLE**

Lit music stands

[Input field]

Chairs

[Input field]

Net

[Input field]

Rostra

[Input field]

Double bass pin boards

[Input field]

Sound baffles

[Input field]

**ORCHESTRA ACCOMODATION**

Band Rooms

[Input field]

**OTHER/COMMENTS**

Any other features

[Input field]