

## **THEATRE SPECIFICATIONS**

### **SEATING PLAN**

Please see attached seating plan.

### **STAGE PLAN/HANGING PLAN**

Please note the Columbine Centre is not equipped for any type of flying. The cinema screen as shown on the stage plan is static and may not be removed.

### **LIGHTING PLAN**

Columbine Centre is equipped with a lighting circuit of 72 outlets, arranged as per the plan attached. We currently have dimmer capacity for 24 circuits. There is a patch bay located in the control room, which is in turn located at the back of the terraced seating.

### **LIGHTING INVENTORY**

Columbine Centre has the following permanent lighting inventory:

- 4 x Selecon Acclaim Pebble Convex 500w
- 12 x Selecon Acclaim Fresnel 500w
- 6 x Selecon Acclaim Profile Narrow 500w
- 2 x Selecon Acclaim Profile Wide 500w
- 3 x Selecon Cyclorama Flood 4 Unit
- 2 x Cyclorama Flood 3 Unit
- 12 x Patt. 123 500w Profile
- 4 x Rainbow 4" Colour Scrollers
- 2 x 5' UV Strip
- 1 x Pulsar Strobe Unit
- 1 x Selecon Chorus 1200w Followspot c/w stand

- 4 x Pulsar Rackpack Dimmers x 6 Way
- 1 x Axiom 24/48 Lighting Control Desk
- 1 x DMX Controller

DMX sockets are located above the main FOH lighting bars, prompt corner and the control room.

### **SOUND INVENTORY**

The main sound control area is in the control room, located at the back of the terraced seating in the auditorium. A sound patching box is located in prompt corner on the stage, together with the main and fold back amplifiers and communications master station.

Columbine Centre has the following permanent sound inventory:

- 1 x Soundcraft LX7 II Mixing Desk
- 1 x Behringer DSP1024P Effects Processor
- 1 x Denon DCD615 CD player

1 x Sony MDSJE530 Minidisc Player  
1 x Denon DRM540 Cassette Tape Player  
6 x Shure LX Handheld Radio Microphones  
5 x Shure SM58 Microphone  
2 x Audio Technica PRO49QL Gooseneck Microphones  
2 x Audio Technica ATW3110A Radio Microphones (Lavalier)  
2 x Crown PCC Float Microphone  
1 x Crest Audio FA601 Amplifier (Foldback)  
1 x Crest Audio FA1201 Amplifier (PA)  
2 x Rehkus Heinz MC153 Speaker (Permanantly mounted)  
4 x Bose 101 Speaker  
1 x Metro Audio CMS2 Communications Master station  
4 x Canford Audio Single Muff Headset  
4 x Metro Audio Beltpack  
4 x Boom Arm Microphone Stands, Black  
2 x Microphone Stands, Chrome

### **MISCELLANEOUS ITEMS**

1 x Martin Magnum Pro2000 Smoke Machine  
1 x LeMaitre Pyroflash 2 Detonator Box  
2 x LeMaitre Pyroflash Pyro Box  
1 x Harkness Screens Fastfold Projection Screen 10' x 7'6" White.  
1 x NOBO Portabale Projection Screen  
1 x VHS Video Cassette Recorder  
1 x Sony VPL S500E LCD Projector  
1 x Bentley Upright Piano

### **ACCESS**

Access to the stage from ground level, via a standard size door and 3 steps; double-height, double-width doors (scenery dock) at approximately 48" from the ground. The stage can be accessed from the auditorium via a small flight of steps.

### **DRESSING ROOMS**

Three. One on the ground floor, adjacent to the stage, via 3 steps, and two on the first floor via a small flight of steps.

All dressing rooms are equipped with the following: hot and cold running water, electric shower, professional, lit make-up mirrors, costume rail/hanging space, stage relay/speaker and sufficient chairs. Please note that the ground floor dressing room has no natural light source.

### **FRONT OF HOUSE:**

#### **BAR**

The Henry Britton Bar is situated in the main foyer, and is fully stocked. If you would like the bar to be available during your event, please indicate this at the time of your booking.

## **CATERING**

Columbine Centre Coffee Lounge is normally open for all functions and events, serving a range of hot and cold snacks and non-alcoholic beverages. If you have specific catering requirements for your event or function, please discuss these with the management staff at the time of booking.

## **BOX OFFICE**

Columbine Centre box office is open 6 days per week 9am to 4pm, outside of these hours an answer phone system is in operation. If you would like to utilise our box office facilities to reserve and sell tickets on your behalf, we would be happy to do this for you. Currently this service is charged for at a rate of 10% gross on all ticket sales. We do not at the current time accept credit or debit cards.

## **PATRON PARKING**

We have limited free patron parking that does include specified disabled driver spaces. Additional parking for patrons, hirers and users is adjacent to the centre, and is on a pay and display basis. (This additional parking is administered by Tendring District Council and is enforced.)

## **SMOKING POLICY**

It should be noted that the entire Columbine Centre is a non-smoking venue, this includes all front of house areas.

## **ALCOHOL POLICY**

Alcoholic beverages are not permitted to be brought onto the premises. Only alcohol purchased at the Henry Britton Bar may be consumed on the premises. Alcohol is not permitted in any backstage area.

## **LICENCING INFORMATION**

If you intend to use any of the following: pyrotechnics, strobe lighting, ultra violet lighting, any act involving apparent or actual hypnosis, please inform a member of the management at the time of booking, failure to do so will result in the prohibition of use of said items.

Please note: Naked flames on the stage and in backstage areas are prohibited without exception.

## **HEALTH AND SAFETY**

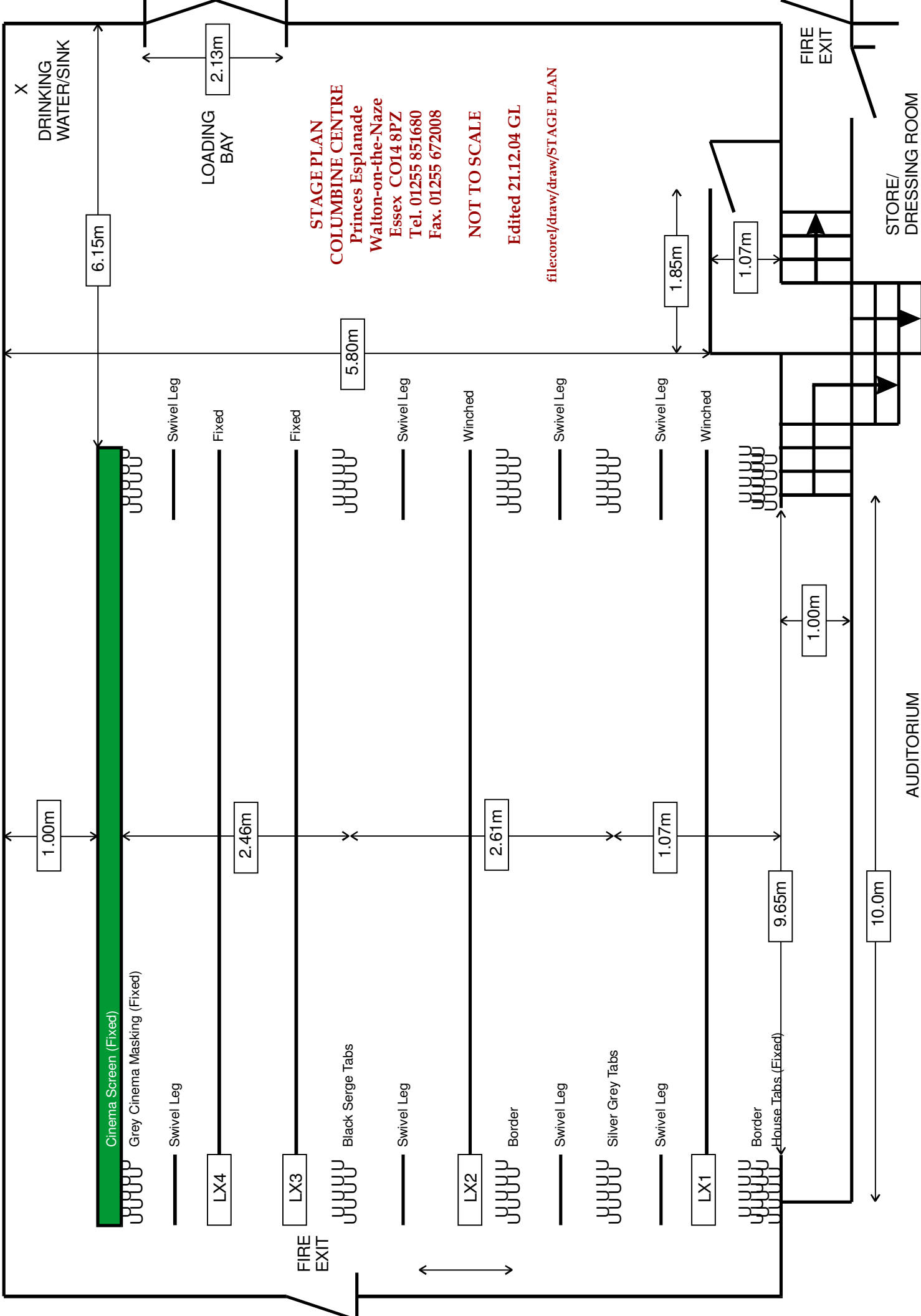
All items brought in to Columbine Centre for theatrical use, should be adequately fireproofed. Any electrical items, including but not limited to theatre lighting, sound equipment and any domestic appliances brought into Columbine Centre must have a valid portable appliance test certificate. Any act deemed a risk to individuals, groups, patrons or staff will be prohibited by the duty manager at their discretion. Any group or individual hirer must hold a valid certificate of Public Liability insurance.

## **CHAPERONE REGULATIONS**

Where a hirer is including children in their performance, chaperones are essential to ensure that proper provision is made to secure a child's health, safety and welfare whilst at the place of

performance. It is house policy that all children are supervised whilst in the backstage areas. It is essential that chaperones are properly advised and understand their duties and responsibilities due to the varying nature of their role.

A chaperone's first duty is to look after the children in their care and must not undertake any activity that would interfere with the performance of these duties.



**STAGE PLAN**  
**COLUMBINE CENTRE**  
 Princes Esplanade  
 Walton-on-the-Naze  
 Essex CO14 8PZ  
 Tel. 01255 851680  
 Fax. 01255 672008  
**NOT TO SCALE**  
 Edited 21.12.04 GL

file:corel/draw/draw/STAGE PLAN

1.00m

6.15m

2.46m

LOADING BAY  
2.13m

5.80m

2.61m

1.07m

1.85m

1.00m

1.07m

9.65m

10.0m

AUDITORIUM

STORE/  
DRESSING ROOM

FIRE EXIT

FIRE EXIT

X

1 2 3 4 5 6 7 8	V TIER V	11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	U TIER U	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	T TIER T	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	S TIER S	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	R TIER R	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	Q TIER Q	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	P TIER P	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	N TIER N	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	M TIER M	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	L TIER L	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	K STALLS K	10 11 12 13 14 15 <small>WHEELCHAIRS</small> 16 17 18
1 2 3 4 5 6 7 8 9	J STALLS J	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	H STALLS H	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	G STALLS G	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	F STALLS F	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	E STALLS E	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	D STALLS D	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	C STALLS C	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	B STALLS B	10 11 12 13 14 15 16 17 18
1 2 3 4 5 6 7 8 9	A STALLS A	10 11 12 13 14 15 16 17 18

**STAGE**

**STAGE**

