



TECHNICAL REQUIREMENTS SCHEDULE.

This document must be received **14 days prior to commencement of hire** otherwise personnel or equipment may not be available. **Pricing is inclusive of GST and subject to change.**
 (Items in red are provided and invoiced by Starlite Productions)

HIRER'S NAME: _____ PRODUCTION/EVENT: _____

CONTACT NAME: _____ EMAIL: _____

TELEPHONE (B/H): _____ MOBILE: _____

All Technical questions and arrangements should be directed to Starlite Productions

Contact: Daniel Jow (E): daniel@starliteproductions.com.au (P): 0419 102 313

No equipment is to be stored within the Venue unless otherwise arranged with the operations team (subject to theatre availability).

ALL electrical equipment must have been Tested and Tagged prior to use in the venue. The venue reserves the right to refuse use of equipment, including personal items that are not "tested and tagged".

STAGE

All requirements must be discussed in advance. Some charges apply*

Number of cast: _____ Number of crew: _____

Do you require the use of:

Equipment	Available	Number Required
Lectern (\$50.00 per day)	1	
Chairs (black plastic)	50	
Trestle Tables	8	
Piano (\$200.00 per day)	1	
Music Stands	10	
Pin up Board	10	

Other staging requirements eg: Stage risers, draping:

LIGHTING

All requirements must be discussed in advance. Some charges apply*

(Items in red are provided and invoiced by Starlite Productions)

Do you require the venue standard Lighting rig? This includes
 An open stage wash, LED colour stage wash, 9 spots and LED colour cyc wash. Yes No

Do you require a lighting operator additional to the venue
 supervising technician?* (\$66.00 per hour min 4 hour call) Yes No

Do you require a data projector for a presentation
 on screen?* (\$80.00 per day) Yes No

Do you require a data projector for background images on the
 Cyclorama? (back wall of the stage) * (\$180.00 per day) Yes No

Do you require:

- Mirror ball & lights (\$44.00 per day) Yes No
- Blinders/Footlight (\$44.00 per day) Yes No
- Strobe light (\$33.00 per day) Yes No
- UV lights (\$33.00 per day) Yes No
- Smoke(\$55.00 per day) Yes No
- Haze (\$50.00 per day) Yes No
- Follow Spot (\$121.00 Per day) Yes No

Do you require us to supply additional lighting equipment? Yes No

If yes, please indicate what you will require. We can organise a quote before hiring the additional equipment. eg. Moving effects, Low Fog: _____

All additional lighting equipment must be discussed with Starlite Productions (Daniel Jow 0419 102 313)

AUDIO

All requirements must be discussed in advance. Some charges apply*

Do you require a Sound Operator additional to the venue Supervising Technician?* (\$66.00 per hour min 4 hour call) Yes No

Where would you like to operate your sound? Control Room Side Stage Left

Do you require the use of:

Equipment	Available	Number Required
Radio Hand Held microphone	2	
Extra Radio Hand Held Microphone* (\$55.00 per day)	12	
Radio Headset / Lapel Microphone* (\$66.00 per day)	24	
Corded Handheld Microphone	4	
Instrument Condenser Microphones	6	
Stereo Direct Input Box (DI) (for Laptop connection)	1	
Direct Input Box (DI) (Keyboard or Acoustic Guitar)	2	
Overhead Choir Hanging Mics Pair* (\$55.00 per day)	2	
Full Size Microphone Stands	4	
Half Size Microphone Stands (for instruments)	4	
Powered Foldback Wedge on Stage	2	

Please note that the venue has an audio console limited to 32 channels of audio

Do you require us to supply additional audio equipment? Yes No

If yes, please indicate what you will require. We can organise a quote before hiring the additional equipment: _____

All additional lighting equipment must be discussed with Starlite Productions (Daniel Jow 0419 102 313)

Risk Management

Will you be using a smoke machine? Yes No

Do you wish to use Pyrotechnics / Firearms / Naked Flame Yes No

Only people with the appropriate license will be deemed competent to operate pyrotechnics, naked flame and firearms. Please provide a license and contact details on completion of this form.

Please supply details of above (if applicable): _____

Schedule

Day 1

Bump in (set up): _____

Rehearsal time: _____

Show commencement time: _____

Will you be holding an interval? Yes No

Show conclusion time: _____

Estimated show run time: _____

Estimated vacate time: _____

Day 2

Bump in (set up): _____

Rehearsal time: _____

Show commencement time: _____

Will you be holding an interval? Yes No

Show conclusion time: _____

Estimated show run time: _____

Estimated vacate time: _____

If your hire is over multiple days please provide more details in the notes section below.

Would you like a follow up call from Starlite Productions to discuss your event further?

Yes No

Notes
