

Contents

| | |
|---|-----|
| - Safety Guidelines & Capacity..... | 2 |
| - Stage..... | 2 |
| - Rigging..... | 3 |
| - Soft Goods..... | 3 |
| - Staging and Risers..... | 3 |
| - Lighting..... | 4 |
| - Audio..... | 5-6 |
| - Video..... | 7 |
| - Dressing Rooms..... | 8 |
| - Front of House & Box Office Information | 9 |
| - Loading Dock..... | 10 |
| - Ground Plan | 11 |
| - Parking Information | 12 |
| - Contact Information..... | 13 |

Safety Guidelines

As set out in the “Safety Guidelines for the Live Performance Industry in Ontario” York’s H&S policy stipulates that during set up/load-in and strike/load-out the theatre space is considered a Construction Site and must follow the regulations as stipulated by the Ontario Health and Safety Act (OH&SA). As such, everyone who enters a performance space during these times (both on stage and in the audience chamber) must be wearing appropriate Personal Protective Equipment (PPE), including CSA approved foot ware (i.e.-steel toes) and a CSA approved hard hat. There are no exceptions.

Between set up/load-in and strike/load-out, the theatre will revert to an Industrial Site (as defined by the OH&SA) and appropriate PPE must be used when hazards are present (i.e. hard hats must be worn when overhead work is being done). The Performance Facilities Lead technicians(s), *Coordinator, Technical Services OR Manager, Performance Facilities* will be responsible for deciding when the theatre changes between a Construction and Industrial site.

For further information about York's Health and Safety policies and in particular Performance Facilities Health and Safety policies please contact the *Manager, Performance Facilities* or the *Coordinator, Technical Services*.

NOTE: Food and drinks are not permitted in the space, except bottled water.

Capacity

| | |
|--------------------------|------------|
| Total | 321 |
| Wheelchair Access | Yes |

Seats totals do not include house and accessibility seating mandatory holds. Please consult with the Front of House and Box Office Coordinator to confirm available seat counts.

Stage

| | |
|--------------------------------------|---------------------|
| Stage floor | Blonde sprung Maple |
| Plaster line to back of house | 51'-2" |
| Deck to bottom of grid | 29'-5" |
| Height of stage from moat | 3'-8" |
| Centre line to stage right | 26'-5" |
| Centre line to stage left | 26'-2" |
| Width | 51'-10" |

Elevated Work Platforms: Skyjack SJIII 3219, Skyjack SJIII 3226, Genie GR-15

*House rigging accessories and elevated platforms are a shared resource and are therefore available on a first come first serve basis, **please contact the Coordinator, Technical Services, for availability.***

Rigging

*The Tribute Communities Recital Hall is not equipped with a Fly System. Additional crew member(s) may be required depending on rigging requirements. **Please contact the Coordinator, Technical Services, for custom rigging needs.***

Soft Goods

This venue is equipped with twelve automated soft good panels as well as 13 pairs of “doors” that allows the acoustics of the room to be adjusted. **For more information, please contact Coordinator, Technical Services.**

| Item | Qty | Size | Colour | Material | Flame Treated |
|-------------------|-----|--------|----------|----------|---------------|
| Acoustic Panels | 12 | Varied | Burgundy | Velour | Yes |
| Projection Screen | 1 | 9'x16' | White | PVC | Yes |

Staging and Risers

| Item | Dimensions | Qty | Colour | Construction | Surface |
|--------------------|--|------|------------|--------------|------------|
| Conductor's Podium | 3'x3'x8" | 2 | Grey/Black | Wenger | Carpet top |
| Music Stands | 12" H x 20" W 32" (lowest setting) 55" (highest setting) | 100+ | Black | Wenger | Plastic |
| Orchestra Chairs | 33" ½ H x 16" ½ W 17" ½ (seat height) | 100+ | Black | Wenger | Plastic |
| Orchestra Stools | 18" W 39" (lowest seat setting) 49" (highest seat setting) | 5 | Grey/Black | Wenger | Fabric |
| Choral Risers | 4'x8'x24" | 6 | Grey/Black | Wenger | Carpet |

*A variety of risers are available upon request. **For more information about all other available risers, please go to our [Shared Equipment Document](#)***

Lighting

The Tribute Communities Recital Hall is equipped with an ETC Ion Xe20 with an available 40 channel fader wing. ETC Paradigm for house light control with touch panels located stage right SM booth and in the FOH booth. ***Circuit connectors are 20 amps new style 3-pin twist lock***

| | |
|--------------------------------------|---|
| Stage lighting dimming system | Strand C21 – 4 Dim cards, 2 Non-dim cards, 1 Hybrid cards |
| Universes available | 12 |
| DMX Data Distribution System | sACN |
| Remote control | Designer display, iPad control |
| Available nodes | 1 |
| Network switches | 2 |

Lighting Power – Power disconnects

| Amps | Poles | Location |
|--|--------------|-----------------|
| 400 w/Camlock “J” series - ground and neutral reversed | 3 | Upstage Right |

Lighting fixtures

House Plot Fixtures

*Relocating house plot fixtures is a **chargeable item.***

*Please contact **Coordinator, Technical Services** for more details.*

Available Fixtures*

*All available fixtures are shared between venues within Performance Facilities, **availability is based on a first come first serve basis.***

Colour Media: Performance Facilities is a Rosco house with some Lee gels.

Gobos: An assortment of gobos, breakups and patterns are available.

Fixtures Accessories: Gobo holders, Top hats, Half hats, Eyelashes, Drop-in Iris.

Please contact *Coordinator, Technical Services* for more details.

For more information about the house plot in the Recital Hall please go to: [Tribute Communities Recital Hall House Plot](#) and to [Recital Hall Magic Sheet](#)

For more information about all available fixtures please go our [Shared Equipment Document](#)

Audio

| Front of House | |
|--------------------------------|---|
| House Mix Location | Front of house under balcony |
| House Audio Console | DiGiCo SD9 w/talkback mic |
| FOH Speaker System | Self-powered Meyer UPS (left, right and centre cluster, front fills, under balcony and zones) |
| Additional Sound Reinforcement | 3 Meyer UPJ-1P front fills (on request) |
| Playback Equipment | DENON DNC 635, iMac with Qlab 4.5 |
| Recording Equipment | Room stereo archiving and/or multitrack recording available via Dante or UB Madi protocols |
| Computer Software and Hardware | Logic Pro X, Waves Soundgrid w/Waves plugins, Dante card, UB Madi |

NOTE: Performance Facilities is equipped with an in-house recording studio for live multi-tracking which is located in the Tribute Communities Recital Hall.

For more information about our recording studio please go to:
[Tribute Communities Recital Hall](#)

| Stage Monitoring | |
|--|--|
| Monitor Mix Location | Stage Left, stage right, front of house |
| Monitor Audio Console | Allen & Heath SQ5 w/Dante card |
| Monitor Speaker System | Up to 4 individual mixes (passive) <ul style="list-style-type: none">• 2 x JBL MRX500• 6 x JBL MP412 (passive)• 4 x EV ELX 112P (active) |
| <u>8x Allen & Heath ME-500 w/Shure SE215-CL in-ears</u> is a shared resource between spaces. Please see the Shared Equipment document; hyper link below | |
| (NOTE: <u>The Allen & Heath ME-500 w/Shure SE215-CL in-ears</u> are only compatible with the Allen & Heath SQ5 console) | |

NOTE: An additional technician is required for shows over **four** individual monitor mixes

All available audio equipment is shared between venues within Performance Facilities, **please contact Coordinator, Technical Services for availability. Backline is available upon request.**

For more information about all available audio equipment and backline please go to our
[Shared Equipment Document](#)

Recording Studio (located in Tribute Communities Recital Hall)

| | |
|--------------------------------|---|
| House Mix Location | Stage Left Booth (TCRH) |
| House Audio Controller | SSL AWS 900 |
| Audio Input | Dante - Focusrite Rednet |
| Mixing Monitors | Genelec 1031A w/Genelec Sub 7070A |
| Computer | Mac Pro |
| Computer Software and Hardware | Pro Tools 10 HD |
| Studio Signal Processing | Avalon AD2022, dbx 160XL, Drawmer DS 201, Lexicon 9060L, Eventide H8000 |

Production Communications

| | |
|--------------------------------|---|
| Clear-Com System | MS-440 (4-channel) |
| Wireless Clear-Com System | FreeSpeak II (2 belt packs) |
| Location of Master Station | Stage right, middle house crossover, booth |
| Clear-Comm Patch Locations | Multiple locations throughout the building |
| Paging Stations | Stage right SM booth, FOH control booth |
| In house video monitoring CCTV | Dressing rooms, backstage, lobby, SL & SR TVs |

Our CCTV system is able to display content in various formats including PowerPoint, videos, images and web streaming, with 2 display channels available for promotional material.

NOTE: Assistive listening system is available upon request.

Audio Power

| Power Disconnects | | |
|--|-------|---------------|
| Amps | Poles | Location |
| 200 w/Camlock "J" series - ground and neutral reversed | 3 | Upstage Right |
| <i>Isolated grounds available upstage right and left, downstage right and left, booth</i> | | |

Pianos: Please contact the ***Coordinator, Technical Services*** with piano requests

Piano Tuning: Available upon request for a fee. ***Please contact the Manager, Performance Facilities, for pricing details.***

Video

| House Video System | |
|--------------------------|--|
| Projector | Christie D12HD-H (10K lumens) |
| Location of Projector | FOH control booth |
| Other possible locations | Control booth, balcony |
| Patch Locations | FOH control booth, stage right, stage left |
| Default lens | 2.0-4.0 |
| Connectivity | HDBaseT, SDI, HDMI, VGA, DVI |

NOTE: Projector screen and video components are not permanently installed in this venue. Additional time and crew are needed for video projection setup.

All available video equipment is shared between venues within Performance Facilities, please contact Coordinator, Technical Services for availability.

For more information about all available video equipment please go to our [Shared Equipment Document](#)

Dressing Rooms

| Room # | Makeup Stations | Max. Capacity | Handicap Accessibility | Location |
|--------|-----------------|---------------|------------------------|-------------|
| 022B | 4 | 20 | Yes | Lower Level |
| 126 | 4 | 4 | Yes | Main Level |
| 127 | 4 | 4 | Yes | Main Level |
| 128 | 2 | 4 | Yes | Main Level |

Additional Items Available: Washers (2) and dryers (2), iron and ironing board, salon sink, fixed clothing racks

Studios are available for rehearsals or extra dressing rooms; however, they are an additional charge.

Please contact the Manager, Performance Facilities for pricing & availability.

Front of House & Box Office

Audience services include professional box office operations and front-of-house services. The box office utilizes the Tixhub Ticketing System, and provides ticketing services (online, in-person and by phone) for clients. Front-of-house services include coatcheck, ushering, catering arrangements and general assistance with event planning.

The CIBC Lobby is a 2,600 sq. ft. shared lobby space fronting the Sandra Faire and Ivan Fecan Theatre and the Tribute Communities Recital Hall. It includes a full-service box office and coat check area. In addition to supporting front-of-house services for the recital hall and theatre, the lobby is an excellent venue for receptions, conference registration, exhibits, marketplaces and small performance presentations. It can be booked separately for special events that may not require a full performance facility.

Box Office

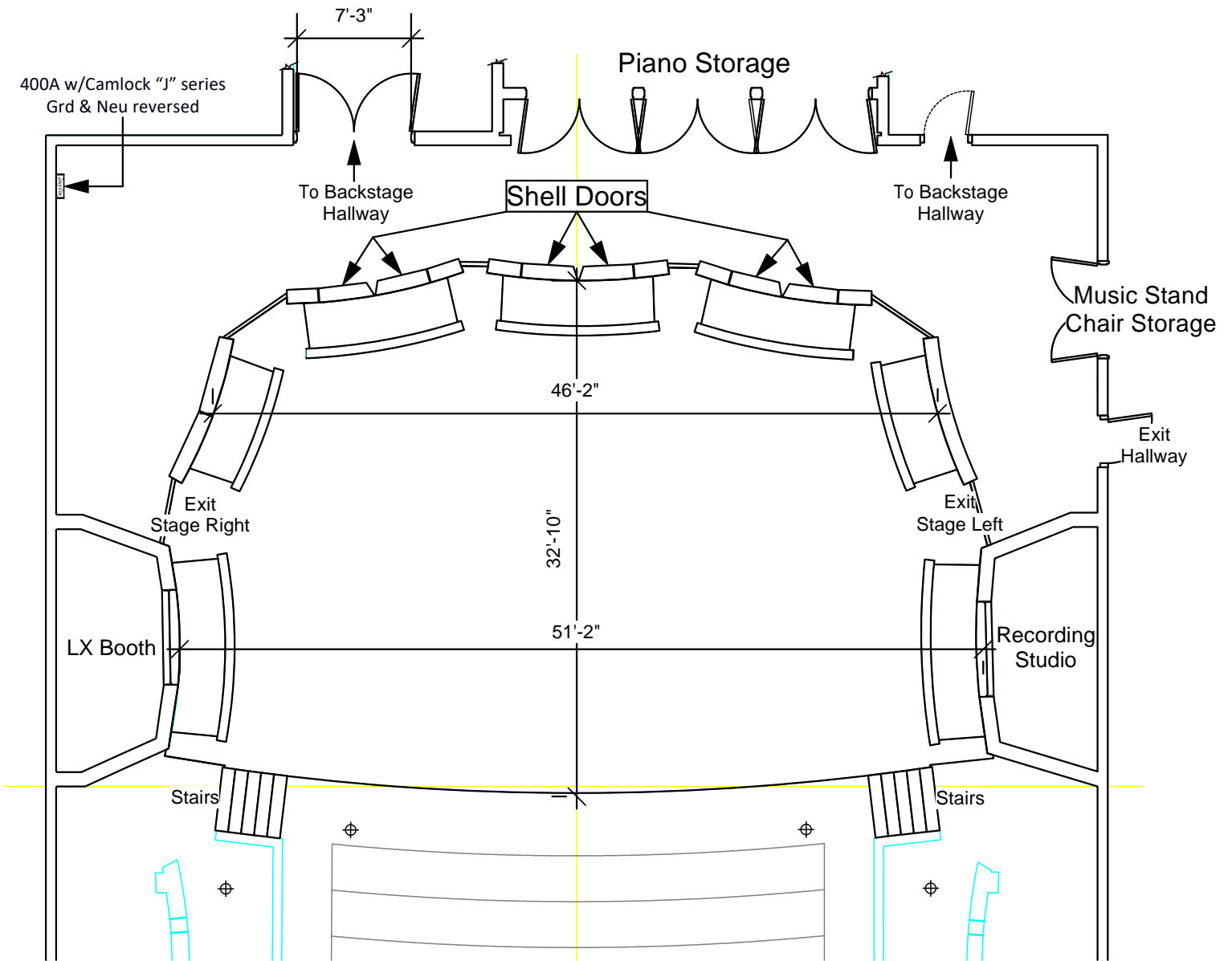
The AMPD Box Office is located at York University's Keele Campus in Toronto. There are two box office locations:

Accolade East Box Office (main box office):

The Accolade East Box Office is located in the CIBC Lobby of the Accolade East Building. Tickets for all events taking place in AMPD facilities can be purchased in advance at this location.

On the day of performance, the Accolade Box Office provides ticketing services for events in ***the Sandra Faire & Ivan Fecan Theatre, the Tribute Communities Recital Hall, McLean Performance Studio and Foster Acting Studio***. In addition, ticketing services can be provided for any performance in any studio space.

Ground Plan



Loading Dock

| | |
|--|---|
| Loading to the Tribute Communities Recital Hall | Behind side stage right |
| Dock heights | Two at 4'-7" and one at 2'-6" |
| Type of docks | Two level loading, 1 van dock |
| Size of dock doors | h. 9'-10" x 7'-9" w. |
| Sizes of doors between the dock and the stage | h. 7'-9" x 7'-8" w. |
| Location of street level loading | On Fine Arts Road at West end of Accolade East building |
| Maximum truck size capacity | 53'-0" |
| Distance from dock to stage | 215'-0" |
| Types of elevators available | Person elevators, one freight elevator which must be operated by a York University Technician |
| Distance and route from dock to FOH positions, touring audio and lighting positions | 380'-0" |

*For a list of our frequently asked questions please visit our FAQ page:
[Frequently Asked Questions](#)*

Parking

Parking in the loading dock is strictly prohibited; Clients are allowed 10 minutes to load/unload their vehicles.

Parking passes are available upon request,
please contact the Manager, Performance Facilities for pricing & availability.

For more detailed information about navigating through York University Keele Campus, please visit our interactive map: [Tribute Communities Recital Hall](#)



Contact Information

Venue Contact

Performance Facilities

120 Accolade East building
York University, 4700 Keele Street
Toronto, Ontario, M3J 1P3
T- 416.736.5292
perform@yorku.ca

Jacque Lazar

Manager, Performance Facilities

T- 416.736.5776
jacquel@yorku.ca

Victor Wolters

Coordinator, Technical Services

T- 416.736.5254
victorw@yorku.ca

Scott Rennick

Front of House and Box Office Coordinator

T – 416.736.5951
scottren@yorku.ca

Box Office

T- 416.736.5888
boxoffice@yorku.ca

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