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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: The <u>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](#)

Live-streaming

Performance Facilities is able to support the live-streaming of events. The Tribute Communities Recital Hall is equipped with a Panasonic PTZ camera (Panasonic AWHE40HWPJHX) which is located on the balcony for an onstage shot. Additional PTZ and Panasonic cameras can be added to the setup, if available. Performance Facilities can accommodate various streaming platforms; however, the preferred platform is **Vimeo** which works in conjunction with our box office. Please note that video equipment that is not dedicated to the space is a shared resource and is therefore not always available. Please see our [Shared Equipment Document](#) for a full list of equipment and contact the **Coordinator, Technical Services** for availability and details regarding Live-streaming.

NOTE: *Live-streaming of events will require additional personnel, time in the space and equipment charges apply*

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

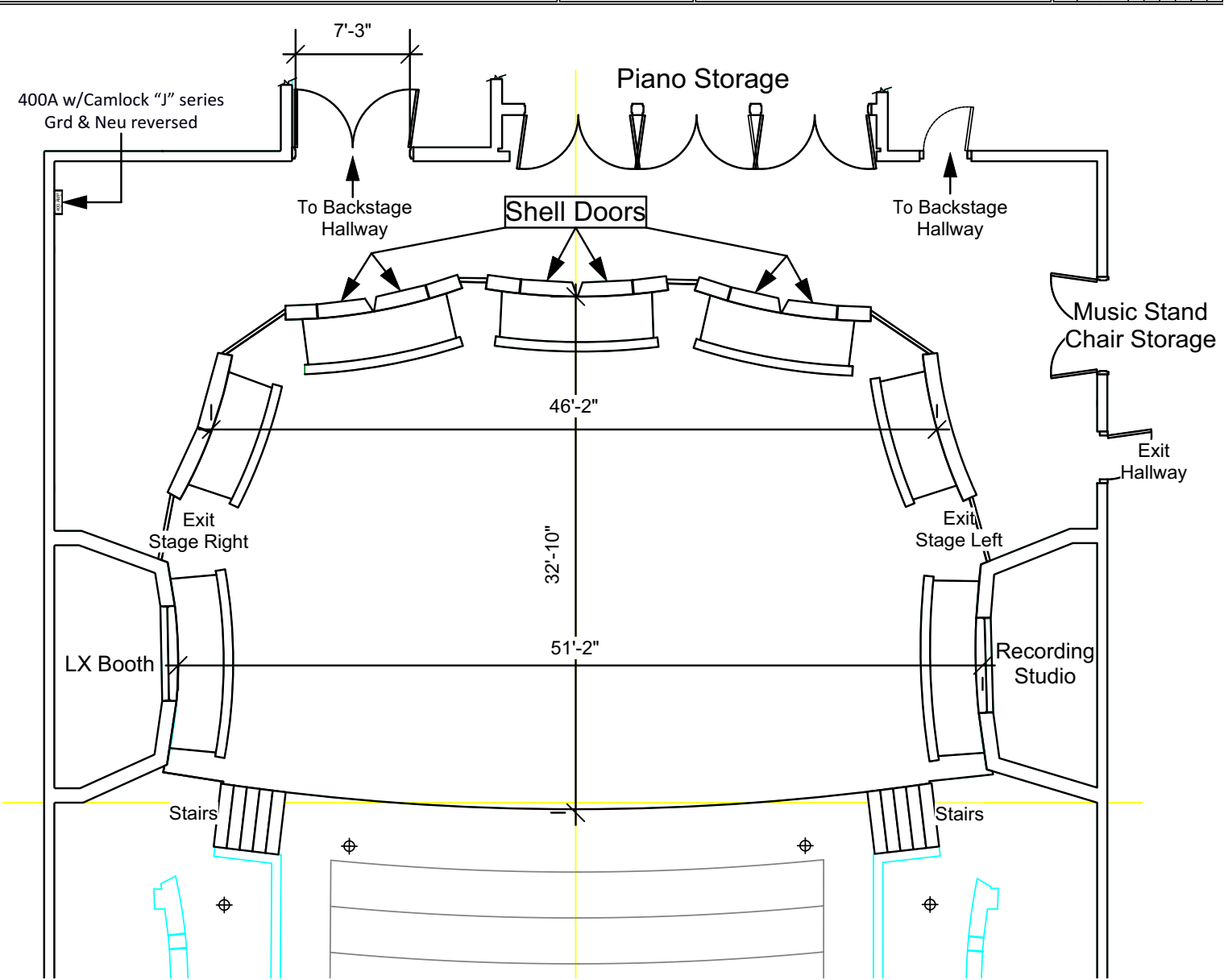
The AMPD Box Office is located at York University's Keele Campus in Toronto. There are two box office locations:

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

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