Psychic Sally Morgan “10 Years and Counting”
Production Rider
(UPDATED Jan’29 2020)

Introduction
Please find below details of production and other requirements for PSYCHIC SALLY. We look forward to working with everyone at the venue and should you have any questions regarding the show or items below please get in touch with the appropriate person below.

Timings
15:00 - Load in
- (The following schedule is based on a 7:30pm show time) -
18.30 – Foyer doors open to public – 1 hour before show start
19:00 - Auditorium doors open to the public

Please note: Audience participation is an essential part of the show. The foyer areas must be open to the audience one hour prior to the show start time. This allows sufficient time for audience members to submit photos and message cards. Please contact the production manager if your door time policy does not match or exceed this request

Show times  (based on 19:30 show time)
19:30 - Part 1 - 55 minutes  (Unless a different start time has been agreed in advance)
20:25 - Interval - 20 minutes
20:45 - Part 2 - 55 minutes
21.40 - Show ends / Get out
21.45 - Signing, meet and greet in FOH area
23.00 - Venue clear

Parking
We require space for the following vehicles, free of charge, at the loading bay:
• 1 x Medium wheel base van  (production equipment and crew)
• 1 x People carrier  (artiste, tour manager and merchandise)

Staff & crew requirements
We require the following venue technical staff
• 1x Qualified electrician/lighting technician
• 1x Follow spot operators – Note: If the spots are wide apart and close to the stage, 2x spots will be needed. Please contact the Production Manager (with details of the spots location), who will decide if 1x or 2x are needed
• See also “Audience microphones” for details of FOH mic runner requirements
• We do not require a stage manager (unless it’s house policy).

Please let production manager know the intended crew numbers/positions filled in advance

See Venue Production Recharges item below regarding crew charges. We cannot accept any additional staff costs, unless agreed in advance.

Stage area
• We require a full black box masked stage, including black masking legs to stage left and right.
• Minimum stage dimensions for standard setup:
  • 8m depth
  • 7m prosc width
• Prosc height to give clear view to the top of the screen (4.5m high, 3m from stage lip) from all sold seats.
• The stage shall be higher than the lowest row of audience seats

Note: If the stage is not higher than the lowest row of audience seats, risers/decking or similar may be needed.

Power requirements
We require:
• 32amp or 63amp single phase power supply on Cee-form connector. The power supply should be no further than 70’ (20m) from mid-stage left or right.
• 13amp socket available at the Production Area/Mix position.

Stage set
We will be touring the following stage set:
• 1 x Projector (rear projection + floor standing)
• 1 x 5m wide x 2.8m high gain rear projection screen: Total height including legs = 4.5m
• 2 x 1m wide x 3m high lightweight printed cloth-covered flats

Projection screen
• The Projection screen will be sited approximately 10’ (3m) upstage from the front lip of the stage.
• We rear project and require a further 16’ (5m) behind the screen for the projector throw.
• Both the projectors and the projection screen are ground-supported.
• The screen is 14.5’ tall and 16’ wide

PLEASE NOTE: These measurements are very important: 16.5’ (5m) wide, 14.5’ (4.5m) tall and total stage depth of 26’ (8m). The entire screen should be visible from all sold seats (unless sold as limited sight line).
If you foresee any problems please advise our Production Manager at least four weeks before the show date so a smaller screen can be brought.

Production area / Mixer position
We require
• an area of approximately 8’ wide x 5’ deep in a central position at the rear of the auditorium. (For sound desk, video desk, etc and 1 crew)
• The mixer position should be no nearer than 50’ (15m) and no further than 165’ (50m) from the stage or performing area. This area needs a clear and unobstructed view of the stage at all times during the performance. If you foresee any problems, please advise our Production Manager at least four weeks before the show date.

Please provide a suitable table/surface (5’ wide minimum) for the sound desk and video equipment.

Sound
We tour a sound engineer, mic package, mixer and multicore.
• We need to plug into the house PA system and stage foldback/monitors. Please confirm if a house PA/foldback is available for our use and give indication of its make up.

We cannot accept any charges to patch into the house system.

The tour multi-core carries Cat5 audio data, 2x HD-SDI video signals. The maximum multicore run is to be no longer than 80metres. We can discuss patching into house tie lines if available for all signal types used.

We ask that any theatre hearing-aid loop systems be disconnected prior to the fit-up to avoid audio interference. If it must be on for the show, please leave on for fit up and inform the production manager upon arrival.
Lighting

We require the Venue Lighting Technician/operator to operate the in-house lighting for the show from cues called by our Production Manager. Please can you provide in-house lighting and other facilities as follows without charge to the Artiste:

- A single colour wash in Mauve (Lee colour filter 126 or equivalent) to cover the complete stage width downstage of the projection screen, not spilling onto the screen. Preferably from overhead e.g. LX 1
- Red and blue colour washes can also be used to supplement the 126 wash.
- An open white face-light wash to cover the complete stage width, focused to suit, downstage of the projection screen, to the height of the projected area of the screen. Preferably from Profile lanterns from an advance bar/truss
- 2 x profile lanterns with break-up gobos to be focussed evenly across the centre down-stage area. Colour: Open-white.
- 1x or 2x follow spots (subject to their position) with evenly balanced light output and gelled as requested (typically colour temperature corrected to match the open white wash) and competent follow-spot operators.
- 4x Floor cans (or similar) to highlight the under-screen banner and flats. LED or tungsten is fine. If none available, specials will be required to highlight the banners and flats
- Colour chase
- Specials for small two tables on stage (either side of our screen)
- A small amount of haze for when the audience are taking their seats.

PLEASE NOTE:

House Lights Must be operated to the production managers cues. If the controls are not near the LX op, then please make arrangements for an operator.

We may need you to supplement the house lights to fill in any dark spots and to raise the overall level to better suit the cameras (Par-cans or Fresnels, etc are fine for this). Ideally, they are gel’d to match existing house light colour temperature and positioned to avoid shining into audience members eyes.

Communications

Please supply 5x (or 6x) comms to be positioned at:

- 1 x prompt corner
- 1 x house lighting operator,
- 1 or 2 x follow spots
- 1 x sound position
- 1x stage camera

Dressing rooms / Backstage area

3x clean, comfortable and lockable dressing room should be available from the point of load in, for the duration of the event, as close to the stage as possible, for:

- 1 x Sally Morgan
- 1 x Tour Manager
- 1 x Production Team

Please note: Sally will enter the stage from the backstage area, and not through the audience/seating area under any circumstances. Suitable masking must be provided.

Please ensure that the backstage area is secure with no public access. Please provide the keys to our Production Manager on arrival.

Artiste dressing room should be lockable and have private washing and toilet facilities (where possible) and have a full-length mirror. Please ensure the rooms have adequate heating and are set to suitable room temperature for arrival times.
If there are no lockable dressing rooms, please provide an alternative secure location where personals can be stored.

**Catering**

We have no catering requirements.
Use of a microwave or oven is appreciated
We may bring a small oven, so a suitable space to use this would be appreciated.

**Audience microphones**

We use up to 6 radio microphones, depending on capacity/seating format, and require 2 to 6 venue staff, without charge, to hand the mics to the audience during the performance. It is important that staff are able to respond and move quickly around the venue to maintain the pace of the show.

**Merchandise area**

Please provide a suitable 8’ table with cloth in a prominent location in the main foyer, or access to a specific merchandise point of sale if in a prominent location. Please confirm the location of the merchandise area in advance with our Production Manager. We staff the merchandise area ourselves.

**Foyer area – “Message Cards”**

The show is interactive and involves audience participation prior to the show start time as follows:

- **Message cards** - Members of the audience will complete message cards in the foyer, which are then placed in a container.
- **Audience photos** - Members of the audience will leave photographs of loved ones. These photographs are placed in a second container.

Please provide:

- 1 x 6ft table with cloth cover in a **prominent location in the foyer**.

  For your reference, this table space is required pre-show only.

Please ensure that show Psychic Sally **posters and leaflets are displayed prominetly** around the foyer and FOH areas up to and on the show day.

**Filming / Recording / Photography**

Video cameras are used throughout the show and are an essential part of the production. The video equipment and footage is only to be used for the show and production purposes. No other recording, filming or photography of the show or artist whilst on the premises unless agreed in advance with Sally Morgan Entertainments Ltd.

**Mobile Phones/Devices**

Mobile phones must be switched-off throughout the performance as they can disrupt the performance and the enjoyment of other paying customers.

**Meet and Greet - post show**

After the performance Sally likes to meet & greet audience members and sign brochures, books etc. Please provide a table (no table-cloth) for the signing, to be positioned alongside a further table for merchandise. Please check with the Tour Manager upon arrival who will confirm whether the artiste will be able to do a signing that visit.

**Bars / Alcohol**

Please ensure bar areas are closed/cleared in good time as the show will start promptly. Please ensure any customers who are intoxicated are refused access to the auditorium to avoid any disruption during the performance. **PLEASE NOTE:** The artist will leave the stage if any customers become disruptive.
Advance payments
We will arrange with the venue management an advance cheque or BACs payment from the box office receipts. If the payment is by a cheque please ensure that it is given to the Tour Manager.

Venue production recharges
PLEASE NOTE: Any recharges must be agreed in advance of the show day. Please send any proposed or estimated recharges at least 4 weeks in advance to the Production Manager.

Contact details
Production Manager - For all production related enquiries please contact:
  Steve Holbourne
  Mobile: 07900396611
  Email: sally.morgan.tech@gmail.com

Production Support - If you are unable to reach the production manager please contact:
  Andy Reed
  Mobile: 07515 356319

We look forward to working with everyone at the venue.

Many thanks in advance.