GILDED BALLOON TEVIOT
WEE ROOM
TECHNICAL SPECIFICATIONS

***Please note: All tech specs are subject to small changes as new venues plans are finalised.**

SEATING

- The Wee Room has 6 rows of seating on the floor with a total of 50 seats.

STAGE

- The performance area is trapezoidal in shape; approximately 5m wide; the upstage edge is 3m wide. The stage is 2m deep and is covered by black dance floor.
- The stage is raised 300mm above floor level.
- There is limited backstage space at the rear and sides of the stage, however this is also used as storage space, so the actual usable space varies year to year.

MASKING

- Black box with SL and SR splits for entrances.
- Limited SL and SR wing space, no crossover.

SUSPENSION

- Front of house bar is supported from the floor to the ceiling with compression poles.
- Hanging position is approximately 3000mm from the floor.
- Side and rear bars are formed of a freestanding scaffolding structure 2840mm from the floor.
- There are no overhead bars above the stage and due to the nature of the scaffolding structure, it is not possible to add any.
- There are no flying facilities.

DRESSING ROOM

- There is no dressing room for this space.

STORAGE

- The only storage area is in the backstage space at the rear of the stage.
- It is not possible to provide storage space in other parts of the building.
- All set items must easily pass through a standard door.

ACCESS

The Wee Room is located at:

Gilded Balloon
Teviot Row House
13 Bristo Square
Edinburgh
EH8 9AJ

- Teviot Row House is vehicle accessible via Charles Street Lane via Crichton Street.
- Entry for loading is from the rear lane, through 4 sets of standard width doors, and up a set of stairs.
- There is no parking at Teviot Row House.

♿ ACCESSIBILITY

- The venue can be accessed by stairs or lift to the first floor.
- Please be aware that the stage is not wheelchair accessible, there is a 300mm step up to the stage.
- Please visit the accessibility page on the Gilded Balloon website for more information or contact us if you have any further queries regarding accessibility.

SECURITY

Please remember that this is a festival environment. We cannot accept any responsibility for any items lost or stolen within the building. We work hard to ensure the venues are safe and recommend the following:

- That you do not leave any valuable personal items in the venue.
- That you take any valuable items away with you every day.
- That electronics should not be left in the venue, unless they are wired into our system for your production.

GENERAL TECHNICAL INFORMATION

- The control position for both lighting and sound is located at the rear of the venue house left. It is possible for an operator to operate both sound and lights from this position.
- All electrical items used in the performance must be cleared with the production department before use. If needed, a current PAT certificate should be provided by the company. We reserve the right to refuse the use of any equipment in our spaces.
- We recommend the use of our suppliers to hire any additional equipment. If the hire is arranged before mid July it may be sent with our main hire, saving you transportation costs.
- Additional technical equipment can be rigged as company specials, but due to rigging and power considerations these must be approved for use before arrival. As well as fixtures, sufficient cabling for any extras must be provided to reach the dimmers or stage boxes (please get in touch to discuss prior to arrival).
- All use of naked flames, smoke, haze, strobe, laser or pyrotechnic effects must be cleared with Gilded management before arriving on site. Smoking is not permitted in any venues.

PROJECTION

There is no projector available as standard as a part of the venue kit. Please note there is no rigging FOH, so we do not always recommend the use of a projector and may suggest using a screen instead. If you have vision requirements you can let us know when you complete your technical survey, and our team will be in touch to discuss and provide quotes for equipment.

SOUND

CONTROL	YAMAHA DM3 MIXING CONSOLE WITH DANTE
SPEAKERS	2x KV2 EX6 ACTIVE LOUDSPEAKER
FOLDBACK	There is no foldback as part of the venue kit if you require foldback please contact us.
MICROPHONES, DI's and STANDS	3x SHURE SM58 DYNAMIC CARDIOID MICROPHONE 3x MICROPHONE STAND TALL - BLACK 1x PC DI BOX 2x BSS AR133 PHANTOM DI BOX
PLAYBACK and QLAB	We provide any cables needed to plug your audio devices into our sound system but we do not supply a machine to play sound files from. A mac with standard Qlab (which allows you to play stereo audio tracks and fade them up/down and play/stop video files to 1 projector but does not allow you to fade video files) can be hired from us to play back sound and video cues.
RADIO MICROPHONES	You can hire radio mics through us or bring your own, but please let the production team know what you are bringing. The production team will coordinate radio mic frequencies across our sites and deal with all radio mic frequency licensing.

We provide an audio system of good, even coverage sufficiently powerful to satisfy most productions. If you feel that you have specific requirements regarding the sound system, please be in touch with our production team at production@gildedballoon.co.uk.

Please Note: Prior to your arrival, a professional audio engineer tunes the audio rig in each venue. This system cannot be refocused or amended in any way.

The above information is subject to change - for the most current plans and specifications, to discuss company needs, radio microphones or for any other Sound related queries please get in touch with the Production Manager at: production@gildedballoon.co.uk.

LIGHTING

CONTROL	ETC EOS Console
LIGHTING FIXTURES	1x ETC ColorSource Spot LED (centre spot, semi-hard edge) 2x ETC ColorSource Spot LED (front wash) 3x ETC ColorSource Par (Deep Blue) (back light) 2x WL 150W COB LED WW PAR (house lights)
EFFECTS	Haze can be added to the venue kit at an additional cost.

"Full" blackout is not possible due to emergency lighting regulations.
A centre stage spot is provided, focused with a semi-hard edge to provide light for a single performer.
A good general cover is provided over the performance area. This general cover cannot be refocused in any way.

The above information is subject to change - for the most current plans and specifications, to discuss company specials or for any other Lighting related queries please get in touch with the Production Manager at: production@gildedballoon.co.uk

TECHNICAL OPERATOR AND TURNAROUND STAFF FEES

We offer 2 levels of support at Gilded Balloon, you can book either with us when you fill out your technical questionnaire. Please note to accommodate days off two staff members will learn the plot for your show and alternate the days they will be working with you.

- Technical operator, **£30 + VAT per performance**.
  - They will operate the sound and lighting equipment during the performance
  - They can assist the company with the turnaround, undertaking any tasks as needed including setting up any technical equipment provided by us
- Turnaround support, **£20 + VAT per performance**.
  - They will assist the company with the turnaround, undertaking any tasks needed. The staff member allocated for your show will depend on the tasks required.

If during the run we find your show needs extra staff support from our teams to run on time, we will charge your company a turnaround support fee at settlement. A Gilded technician will be at your technical rehearsal and can program your lights and sound at no extra cost.

Visiting companies are welcome to bring their own qualified technicians but must ensure the person designated for the role is suitably technically competent to operate the venue equipment. If your show has a large number of cues essential to the running of the show, we recommend bringing your own technical operator who has knowledge of the running of the performance.

TECHNICAL REHEARSAL

Each company is assigned a technical rehearsal slot prior to their first performance. This time is for the visiting company to:

- Load the set and props into the venue
- Familiarise themselves with the space
- Re-tech the show, including programming any sound and lighting cues
- Teach the venue technician the show cues if they are operating the show
- Rehearse the turnaround and set storage in the space

Your technical rehearsal time must include your get in and get out, you cannot exceed your allocated slot for any reason. We recommend doing a cue to cue with the cast, but we cannot guarantee a full dress rehearsal.

TECHNICAL QUESTIONNAIRE

Once you have been contracted by Gilded Balloon, you will receive a link to our technical questionnaire on Eventotron. There you can inform us of all of the technical elements of your show, including

- Additional technical equipment you would like us to hire in
- Whether or not you would like to book a GB technician to operate your show
- How much technical rehearsal time you require
- Any high risk elements of your show such as stage fighting or the use of pyrotechnics

We will then send you a quote for all additional equipment requested. We can only guarantee your requests if they are sent to us by the form deadline.

NOTES

- The cost of any additional staff or items of equipment the Gilded Balloon staff are requested to provide during the festival will be charged to the visiting company at settlement.
- At the end of the festival, please arrange the removal or disposal of your set and any unused publicity material. Any company who does not comply will be charged for the cost of disposal. The base charge for disposal is £300 but may be increased.
- Please note, since this is a temporary conversion and not a permanent performance space, all measurements, quantities and spaces quoted in the above specification are approximate and may be subject to change.

If there is anything specific to your show that you would like to discuss with the production team that cannot be clearly communicated in the technical questionnaire, please email us on production@gildedballoon.co.uk