

**TECHNICAL SPECIFICATIONS
RAGROOF TEA DANCES – OUTDOOR WITH
BANDSTAND**



Name of Show:	Outdoor Tea Dance with Dance floor and Bandstand	Date:	24-02-2012
Company:	Ragroof Theatre	Revision No:	4
Contacts List:	<p>Company Manager: Tess Howell Co. Mobile: +44 7774 097 311 Tess@ragrooftheatre.co.uk</p> <p>Company Administrator: Sophie Marszal Co. Mobile: +44 7774 097 311 Sophie@ragrooftheatre.co.uk</p> <p>Company Production Manager: Ivan Fabrega Mobile: +44 7813 812 858 Ivan@ragrooftheatre.co.uk</p>		
Description of the event:	<p>Tea Dance 2 - 3 hour event consisting of partner dancing open to the public/audience. Hosted by DJ, dance classes given by dance teacher, assisted by Ragroof Theatre dancers. Tea and cakes provided by the presenter. Ragroof Theatre can offer various options:</p> <ul style="list-style-type: none"> ▪ Option A: the basic package, which gives you two artists co-hosting the event, providing dance demos/displays and assisting the teaching, plus DJ, plus dance teacher/host who will provide three mini-dance classes throughout the afternoon or evening. Teaching slots are usually around 15mins. DJ's music and the mini-dance classes can be in a variety of Ballroom, Latin or American Social dance rhythms or can be themed around one era e.g. Roaring 20s; 40s Swing. Total: four artists booked. ▪ Option B: As above, plus an additional dancing couple Total: six artists booked. ▪ Option C: DJ, Dance Instructor, plus three couples Total: eight artists booked. ▪ Option D: DJ, Dance Instructor, plus four couples... Total: ten artists booked 		
Touring Company:	<p>The Touring Company totals :</p> <p>Dance tutor: 1 DJ: 1 Dancers: 2 – 8 Bandstand crew: 1 Dance floor and crew: 2</p>		
Timings:	<p>Get in / Set up time: Up to 4 - 5 hours Event running time: 2 - 3 hours Get out time: 3 hours</p>		

Overview of Physical Production:

- Ragrooftours tea dances consisting of a dance floor (if hired through us) adjoined to a bandstand set (constructed onto stage), props and costumes.
- The overall event footprint measures 16.4m x 6m (see site plan for details). At its highest point the bandstand is 4.5m.
- Get in, performance and get out programming must be arranged prior to arrival on site. The standard schedule comprises of get in, tea dance and get out in the same day unless arranged otherwise. Get out begins immediately after the tea dance.
- The audience will be seated around 3 sides of the performance area, ideally in cabaret style set up with tables, chairs and table cloths.
- The event is a daytime performance unless specifically arranged. For evening events, the presenter must provide and install simple theatrical lighting at the presenter's cost.

Requirements of Presenter:

- The presenter must provide a flat, clear and clean site that will house our technical specifications.
- We will require contact details of key liaison/site manager for arrival and any other contacts needed for operating prior to arrival on site.
- Vehicle access as close to event site as possible for unload and load plus parking for 1 x 3.5 ton truck, 2 x transit van plus support cars (no.'s varying depending on location)
- Power source – 16amp supply run out to PA with 4 way distribution at end, C form type. All necessary cable covering and safety requirements to be provided and installed by the presenter.
- Suitable fire safety provisions.
- Information as to first aid provisions on site.
- 2 x site crew to be provided by booker for unload & construction prior to the production, strike & load at end of production. Set up is 4 hours and strike is 3 hours. Crew need to be experienced in the industry and be physically strong.
- 2 x overnight Security (if set installed on different day to event) plus minimal stewarding during event day/s – to be arranged with each client.
- 1 x steward to guard marquee which contains valuables and kit in general during set up and performances and get out. If there is no secure area provided for the company the venue must take responsibility for stolen or damaged property that Ragrooftours suffers as a result of negligence.
- Provide, set out and pack up audience seating and tables – numbers to be arranged with each presenter.
- Access to toilets close to the dance floor.
- 3 x trestle tables
- 8 x chairs
- 6 x sandbags/stage weights

- Meals and accommodation for all touring company members where necessary/deemed appropriate.
- **If arranged for us to use your PA it must have the following:**
 - 2 x CD players
 - 1 x DJ mixer, 6 channel (minimum)
 - 2 x 500w speakers (minimum)
 - 1 x Amp
 - 2 x phono inputs to plug in the DJ laptop
 - 1 x radio mic
 - 1 x cable mic
- **If arranged for us to use your dance floor it must be:**
 - Wood
 - Clean
 - Even/level
 - We recommend a minimum size of 6m x 10m for Ballroom dancing

We strongly recommend that the venue/presenter provide:

- A tea and cake stall
- Where this kind of stall cannot be provided by the venue, some sort of refreshment facilities should be provided by the venue.
- Flag poles to attach bunting, this will mark out the dance floor space.

Company Provides:

- Backstage tent (3m x 4m)
- Bandstand
- Bunting
- 1 cake trolley (another can be brought on request)
- Cake plates x 10
- **If hired in the package Ragroof will provide ~**
 - 2 x CD players
 - 1 x DJ mixer, 6 channel
 - 4 x 500w speakers
 - 1 x Amp
 - 1 x radio mic
 - 1 x cable mic
- A dance floor measuring 6m x 10m constructed of 60 x (1m x 1m x 18mm) parquet panels mounted in aluminium frames. The dance floor is assembled by independent crew.
- table cloths x 10 (1m x 1m pink gingham or 2m x 1m red)

Audience Profile:

- The event is accessible, suitable to all (unless specifically arranged otherwise).
- Seating capacity: negotiable with each presenter.

Specific details per venue may differ and will be negotiated and updated into a subsequent version pending planning with each presenter.