

# PENN LIVE ARTS

UNIVERSITY *of* PENNSYLVANIA



## Bruce Montgomery Theater Technical Specifications

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## Contact Information

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*Box Office Manager*

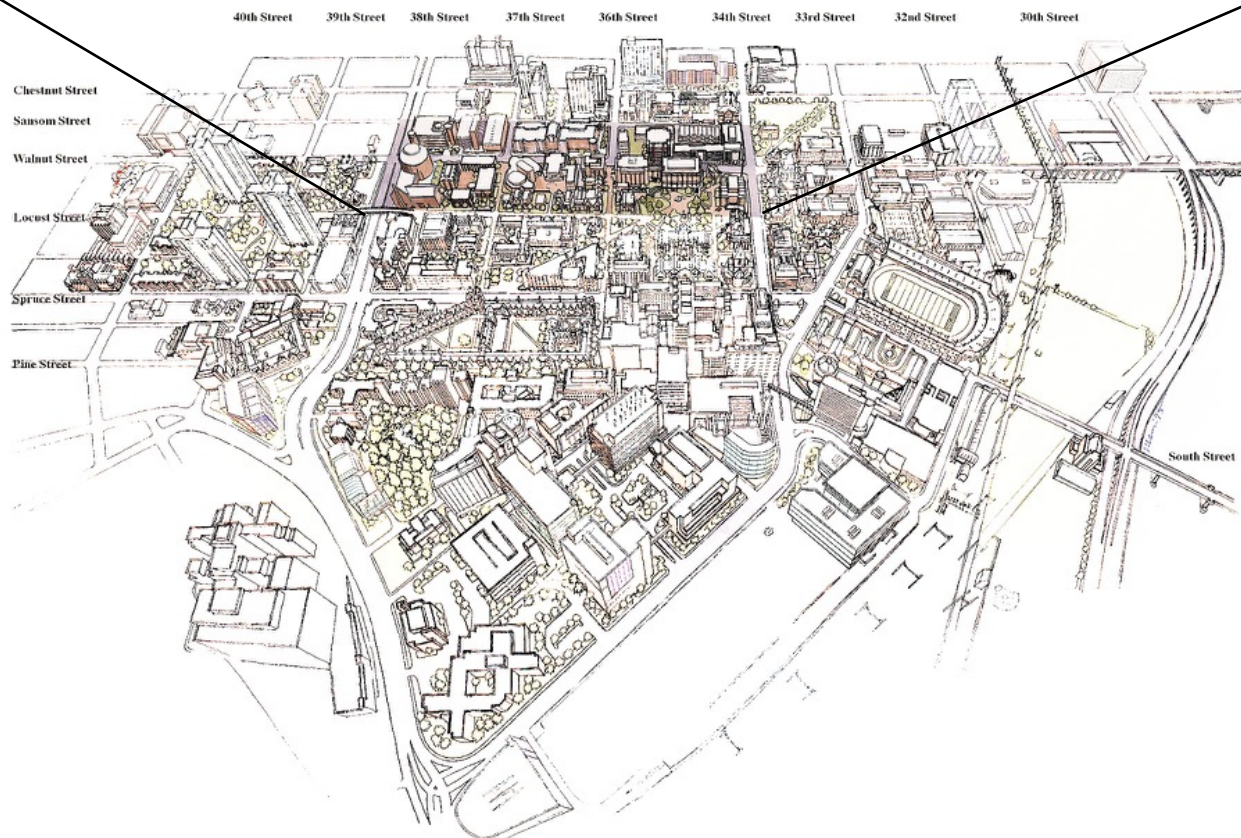
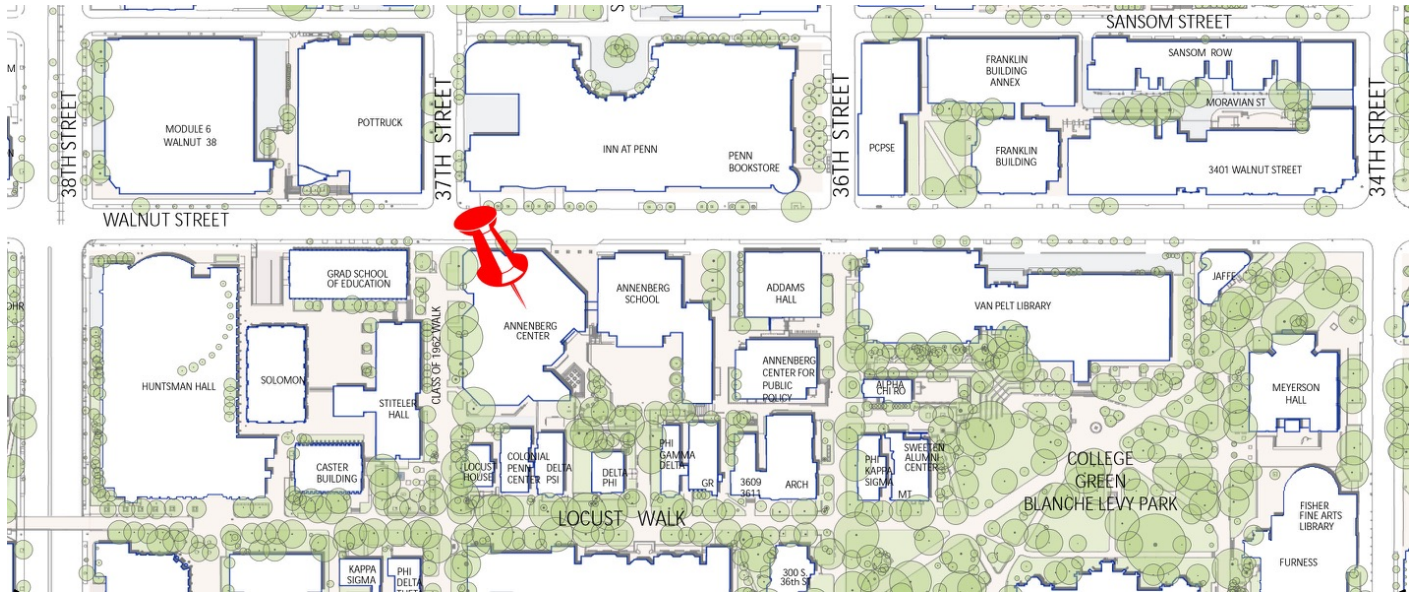
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## Location & Wayfinding

**Annenberg Center for the Performing Arts**  
**University of Pennsylvania**  
**3680 Walnut St.**  
**Philadelphia, PA 19104-6219**

**Administration: 215-898-3910**  
**Box Office: 215-898-3900**  
[www.annenbergcenter.org](http://www.annenbergcenter.org)





## General Information

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The Montgomery Theater is the smallest of three theaters within the Annenberg Center for the Performing Arts. The Annenberg Center opened in 1971 and is the University of Pennsylvania's premier center for professional and student performing arts, University lectures and events, and home to The Sachs Program for Arts Innovation.

### Accessibility

- Four (4) total wheelchair accessible seats.
- ADA Entrance on Balder Court – Walnut Street between 36<sup>th</sup> and 37<sup>th</sup> Streets.
- Large Print Programs available upon request.
- **Dressing Rooms are NOT handicap accessible.** With advance notice, accessible dressing room space can be created on Stage Level. Please advance with your production contact.
- Additional Accessibility Information or Questions: 215-898-3900

### Policies

- All University of Pennsylvania Buildings are smoke-free environments. Please use designated smoking areas outside the building.
- No live flame whatsoever or pyrotechnic effects (Sterno chafing fuel is allowed).
- The University-mandated maximum sound pressure level is 94dB weighted at the mix position. Children's and Student Discovery Programming must be below 85dB. These limits are strictly enforced.
- ALL audio and/or video recordings are restricted and must be advanced with Production. Signed Intent to Capture and/or Archival Releases will be required. Additional commercial rates may apply.
- House typically opens 20 minutes prior to curtain.
- The University does not provide alcohol to visiting artists.

### Personnel

- Penn Live Arts Technical Staff

### Passenger Vehicle Parking

- Penn Live Arts is not able to provide parking for passenger vehicles.
- There is a parking garage at the corner of 38<sup>th</sup> and Walnut Streets- with entrances on Walnut Street and 38<sup>th</sup> Street. This garage accepts credit and debit cards only. NO CASH. The posted hours are 7am – 11pm.
  - Discounted Vouchers are available for purchase (\$13) at the Annenberg Box Office during normal business hours. To park by voucher: enter garage, take an entry ticket and park as normal. Purchase voucher at Box Office. When exiting the garage, insert entry ticket at exit gate kiosk. When prompted for payment, insert voucher. Gate will open once the voucher is confirmed as valid.
- Street parking is available on all surface streets around the Annenberg Center. Pay at a curbside kiosk (\$1.25 for 30 minutes) or via MeterUp app on your mobile phone. Kiosks accept cash, coins, debit, and credit card. Payment is by vehicle's license plate. Different streets may have different time limits and valid hours- please refer to Parking Authority signage. The Annenberg Center is not responsible for parking violations.

### Bus Parking

- Bus parking requires significant advance notice and is subject to availability. The University of Pennsylvania is in a city center and large vehicle parking space is at a premium.
- Shore power is not available – depending on available parking options, it may be possible to run a generator. Please advance with production team as early as possible.
- Busses are not able to make the turn into the loading dock.
- Busses with trailers can be accommodated IF;
  - Significant advance notice is given (4 weeks minimum).
  - Trailer can be loaded/unloaded at street level.
  - Contents of trailer are able to fit in the Annenberg Center's passenger elevator – 7'-7" (2.3m) wide x 5'-8" (1.72m) deep.

### Truck Parking

- Truck parking requires significant advance notice and is subject to availability. The Annenberg Center Loading Dock services 3 theaters in addition to all other building operations. More often than not, the Annenberg is unable to accommodate extended truck parking.

### Green Room

- Located on Stage Level outside Zellerbach Stage Right door.
- Green room is partially handicap accessible- its bi-level design divides it into an upper lounge area and a kitchenette, down a small set of stairs.
- Approximate room dimensions: upper lounge area 10' (3m) x 18' (5.5m), kitchenette 12' (3.65m) x 20' (6m).
- Access to refrigerator, microwave, electric tea kettle, sink, dishwasher, USB charging outlets, TV.

### Dressing Rooms

- The Annenberg Center has eight (8) dressing rooms that are **shared between all 3 theaters**.
- Please indicate dressing room requests during production advance.
- Four (4) dressing rooms accommodate up to three (3) people.
- Four (4) dressing rooms accommodate up to eight (8) people.
- **Dressing rooms are NOT handicap accessible.**
- All dressing rooms have a private bathroom with shower/toilet/sink, lighted mirrors and built-in clothing racks.
- There are additional restrooms with showers in the dressing room corridor, not accessible by the public.

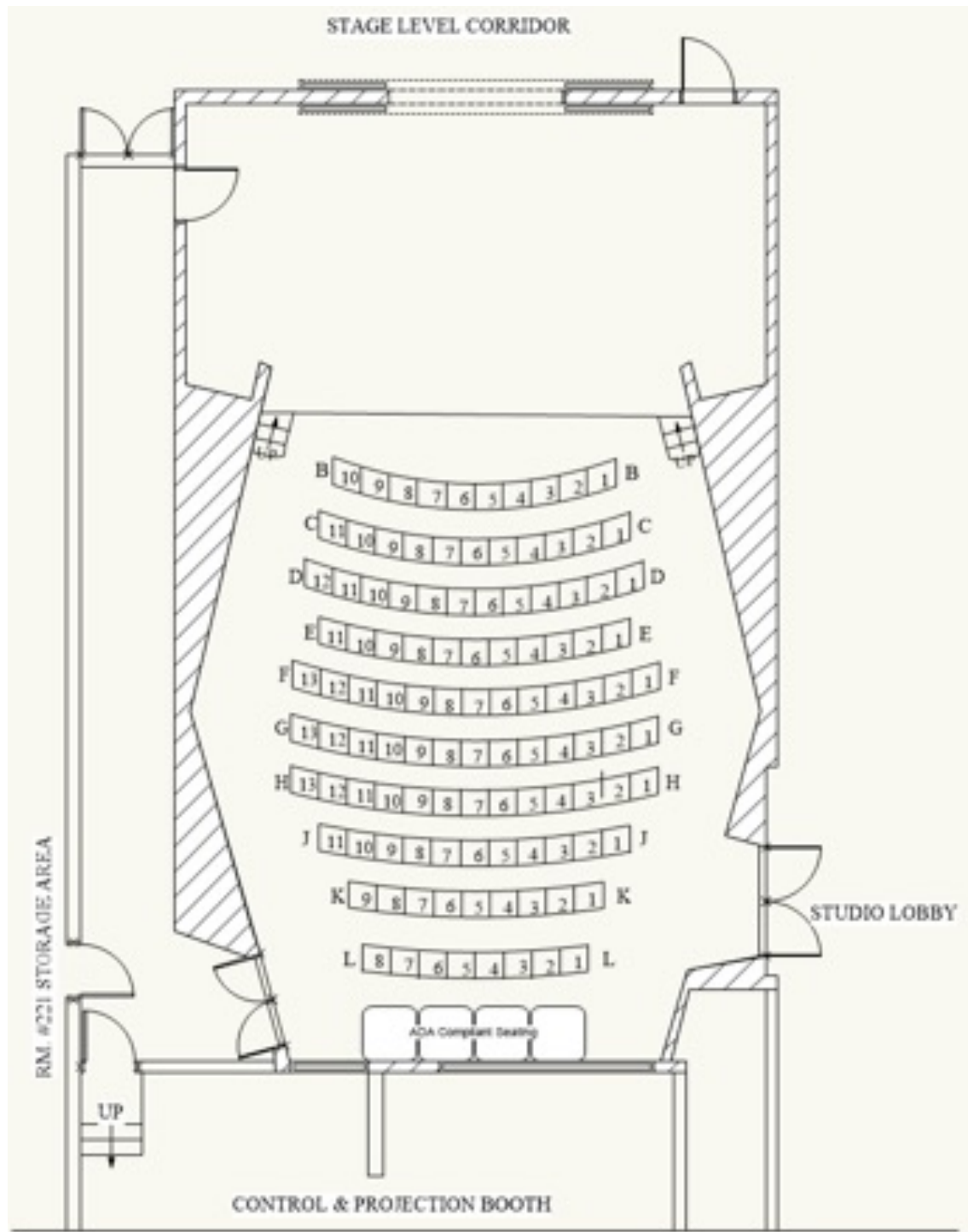
### Rehearsal Rooms

- Rehearsal room usage requires significant advance notice and is subject to availability. All rehearsal spaces are heavily utilized as academic classrooms and co-curricular performing arts rehearsal space.
- Dance Studio – *requires 6-12 month advance notice* – 1470 sq. ft. Sprung, Marley floor with mirror wall, wall mounted ballet barres and sound system. Dance Studio is NOT handicap accessible.
- Room 221 – 1512 sq. ft. – Located on Stage Level.
- Room 511 – 1720 sq. ft. – Located on Upper Mezzanine Level.

## Seating Information

### Seating Capacity

- 110 seats
- Plus 4 ADA compliant seats



## Stage Information

### Stage Dimensions

Measurement	Imperial	Metric
Proscenium Height	10'-9"	3.27m
Proscenium Width	22'-6"	6.85m
Total Stage Width (Including Wings)	33'-4"	10.14m
Total Stage Depth	18'-0"	5.48m
Stage Left Wing	4'-10"	1.46m
Stage Right Wing	4'-10"	1.46m
Deck to Ceiling	19'-0"	5.79m
Stage Height	2'-9"	0.83m

### Stage Floor

- ¼" Masonite tempered hardboard, painted flat black in good condition.
- Acceptable fasteners: drywall/spax screws or duplex nails for floor attachment. Lag screws may be allowed, depending on location, and must be approved by PLA staff. Hardware is not provided by PLA.

### House Draperies/Goods

Type	Qty	Imperial: W x H	Metric: W x H	Notes
Legs	8	18'3" x 8'-2"	3.96m x 9.14m	Black Velour, Sewn Flat
Border	5	28'-0" x 5'-6"	19.81m x 3.05m	Black Velour, Sewn Flat

### Stage Management

There is one (1) locations to accommodate Stage Management:

- Control Booth at the back of house.
  - This location is in an enclosed room, behind a glass partition.
  - Audio feed available – if requested in advance.
  - 2 Channel, wired Clearcom

### Support Areas

- Crossover
  - Stage right door through service corridor to upstage left door.
- Scene Shop
  - Located Stage Left through loading doors. Approximately 1,200 sq. ft. with all major woodworking equipment.
  - Spray Booth is available.
  - NO Welding.
- Storage
  - There is very limited storage in corridor behind stage right door, additional storage available by special request during production advance.

## Line Set Schedule

LS #	Dist.	Hanging Piece	Operation	Notes
-	0'-0"			Stage Edge
-	1'-4"			Lighting Bridge
-	3'-9"			Proscenium Opening
-	4'-7"	Legs	Tormentors	
0	5'-7"		Fixed Pipe	
1	6'-3"	#1 Electric	Winch operated Raceway	
2	7'-10"	Cinema Screen	Winch operated	
3	8'-7"	Legs	Winch operated	
4	9'-3"	Border	Winch operated	
5	10'-2"		Winch operated	
6	11'-0"		Fixed Pipe	
7	11'-8"	#2 Electric	Winch operated Raceway	
8	12'-7"	Border	Winch operated	
9	13'-1"		Winch operated	
10	13'-11"	Legs	Winch operated	
11	14'-8"	#3 Electric	Winch operated Raceway	
12	15'-4"	#4 Electric	Winch operated	Cyc Lights
13	16'-4"	Travelers	Winch operated	
14	17'-6"	Cyc	Winch operated	

### Line Set Data

The Montgomery Theater has Thirteen (13) single winch operated line sets.

- Battens are 1 ½" (3.6cm) Schedule 40 pipe
- Three (3) lift lines, 10'-0" (3.05m) on center.
- High trim: 15'-6" (4.72m).
- Low trim: 4'-0" (1.21m).
- Winch Model; Thern CW1-1100 1 Compartment Manual Hoist 1100lbs (500kg) SWL
- Three (3) battens are equipped with permanent electrical raceways.
- Refer to Line Set Schedule for house hang.



## Loading Information

All Stages, Shop and Support Areas at the Annenberg are 1 story below street level. There is a freight elevator, an oversized passenger elevator and staircases that can access the Stage Level of the building.

### Elevators

- **Freight Elevator** is at the Loading Dock in the rear of the building. See map.
  - Freight elevator dimensions (Imperial): 10'-0"W x 20'-0"D x 12'-0"H
  - Freight elevator dimensions (Metric): 3.05m W x 6.09m D x 3.65m H
  - Weight Capacity: 19,000 lbs. (8618.26 kg).
- **Passenger Elevator** is accessed from Walnut Street. It is equipped with protective blankets on the walls and is 7'-7" (2.3m) wide x 5'-8" (1.72m) deep.

### Map Locations

#### 1. Cut-out on Walnut Street.

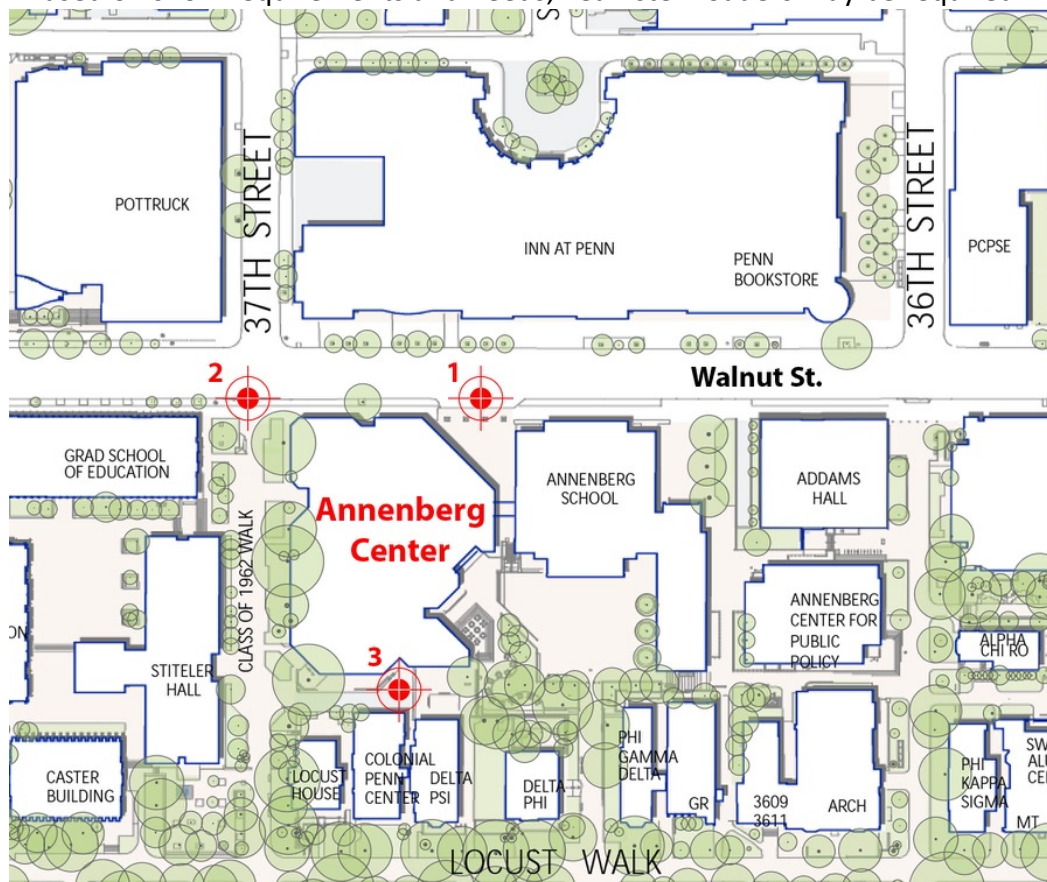
- Street Level Loading – Trucks with liftgates or ramps, vans, or passenger vehicles. Access to the Passenger Elevator via Balder Court.

#### 2. Loading Dock Vehicle Entrance

- Access to loading dock via 37<sup>th</sup> Street Pedestrian Walkway. **Bollards must be opened by Penn Live Arts Staff or Public Safety.**

#### 3. Loading Dock

- Dock is 48 ¼" above street level and can only accommodate one truck at a time.
- Dock dimensions are 25'-0" (7.62m) wide X 20'-0" (6.09m) deep.
- MAXIMUM VEHICLE SIZE: 53' Trailer- **City Cabs are highly recommended.**
- Based on show requirements and needs, Teamster Loaders may be required.



# Electrics

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## Power

- Six (6) 20 Amp receptacles with Three (3) circuit onstage

## Dimmers

- ETC Sensor Rack Dimmer Modules
  - 48 Dual Dimmers @ 2.4kw, 20A

## Control

- ETC Element v.2.2.0
  - 40 Faders / 250 Channels
- Control board located in the control booth behind audience seating, behind a glass partition

## House Lights

- Controlled from separate panel immediately next to the lighting console
- Additionally, there are Three (3) wall boxes located at Stage Right, Back of House Left, and Back of House Right.

## Circuit Distribution

Location	Dimmers	# of Circuits
Front of House Position #1 (Row F)	1-12	12
Front of House Position #2 (Row A)	13-22	12
Electric Bridge	23-40	18
#1 Electric (Line Set 1)	41-56, 88	16
#2 Electric (Line Set 7)	57-72, 90	16
#3 Electric (Line Set 12)	73-88, 91	16
#4 Electric (Line Set 13)	0	0
House Lights (Various Locations)	94-96	3

## Equipment Inventory

- Available upon request.

# Sound

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## Power

- Four (4) 20 Amp receptacles with two (2) circuit onstage, and two (2) circuit in control booth

## Wiring

- Four (4) XLR inputs stage right routed to control booth
- Sixteen (16) XLR Channel x Four (4) TRS Return Snake, Running from Booth to Down Stage Right

## House Mix Position

- House Mix Position located in the control booth behind audience seating, behind a glass partition

## Mixing Consoles

- Allen & Heath GL2400 – 24 Channel Analog Mixing Console

## Fixed Speakers

- Four (4) JBL Control 1 Pro - 5" Two-Way Professional Compact Loudspeaker

## Monitors

- Ten (10) Turbosound TFX122-AN 12" Active 2-way Stage Monitors (Shared with other venues)
- Two (2) QSC K10 10" 2-Way 1000 Watt Powered Speaker (Shared with other venues)
- Two (2) QSC K10.2 10" 2-Way 1000 Watt Powered Speaker (Shared with other venues)

## Audio Interfaces

- MOTU Ultralite mk3 Firewire/USB2 10 x 14 Audio Interface

## Playback

- One (1) Apple 21" iMac – 2.3GHz Intel i5 Dual Core
  - QLab 4 – Pro Audio and Video Licenses
  - MOTU CueMix FX
- One (1) Apple 13" MacBook Pro – 2.5GHz Intel i5, 8GB RAM
  - QLab 4 – Pro Audio License
  - MOTU CueMix FX

## Microphones

- 6 (6) Shure SM 57 Microphones
- Ten (10) Shure SM 58 Microphones
- Three (3) Crown PCC-160 Microphones
- Ten (10) Shure ULX Wireless Receivers
  - Eight (8) Shure ULX Wireless Lavalier Microphones
  - Ten (10) Shure ULX/Beta58 Wireless Handheld Microphones
- Three (3) Radial J48 Active Direct Boxes
- Four (4) Whirlwind Director Passive Direct Boxes
- Inventory of all microphones **shared between all venues** – Please indicate microphone needs during production advance.

## Stands/Cables/Adapters

- A full complement of microphone stands (straight, boom, short), speaker stands, microphone cable, speaker cable, CAT-5, CAT-5e, and various audio adapters are available as needed. Please indicate all audio needs during production advance.

## Headsets/Stage Communication

- Wired Base Station: Clear Com MS200C – 2 Channel Wired Stage Communication
- Three (3) Headsets & Beltpacks

## Livestream, Film, and Projection

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### Digital Projectors

**Projectors are shared between venues and are subject to availability.**

- One (1) Panasonic PT-RX110BU Laser XGA DLP Projector
  - 10,000 ANSI Lumens
  - Standard 1.40:1 Zoom Lens
- One (1) Panasonic PT-RZ120BU WUXGA DLP Projector
  - 12,000 ANSI Lumens
  - Standard 1.40:1 Zoom Lens
- Optional Lenses
  - Two (2) ET-DLE085, 0.78-0.98:1 Short-throw Zoom Lens – Fits both projectors
  - One (1) ET-DLE250, 2.40:1-3.70:1 Long-throw Zoom Lens – Fits both projectors

### Front Projection Screen

- One (1) Da-Lite Cosmopolitan Electrol Wide 16:10 Matte White Projection screen

### Playback

- One (1) Apple 2021 Macbook Pro with M1 Pro 8-Core Chip: **Doubles as Sound Playback Computer**
  - QLab 4 – Pro Video License
  - Playback Pro License
  - HDMI Output

### Livestream

Livestream services requires significant advance notice.

- 4x Canon XA45 4K UHD Pro Camcorder
- Livestream Studio 6 License with Vimeo Enterprise
- ATEM Blackmagic Mini Pro Video Switcher
- 2x Dual In-line Monitors

## Properties

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### Chairs

- Sixty (60) Black Wenger Orchestra Chairs
- Two Hundred (200) MityLite Swiftset HD Stacking Chairs – Chrome w/ Black Seats
  - Can be linked into rows

### Music Stands

- Fifty-Five (55) Black Metal Music Stands (Mixture of Manhasset and Wenger)

### Music Stand Lights

- Thirty-Eight (38) Klip Light brand Music Stand Lights

### Pianos

- One (1) Steinway Model B Grand Piano (circa 1933)

### Platforms

- StageRight brand modular riser system. Please indicate staging/riser needs during production advance.

## Miscellaneous

- Four (4) Wooden Speaking Lecterns – Light and Dark Options
- Various 6'-0" (1.82m) and 8'-0" (2.43m) Folding Tables
- Ten (10) 30" (0.76m) Round Café Tables

## Wardrobe

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### Dressing Rooms

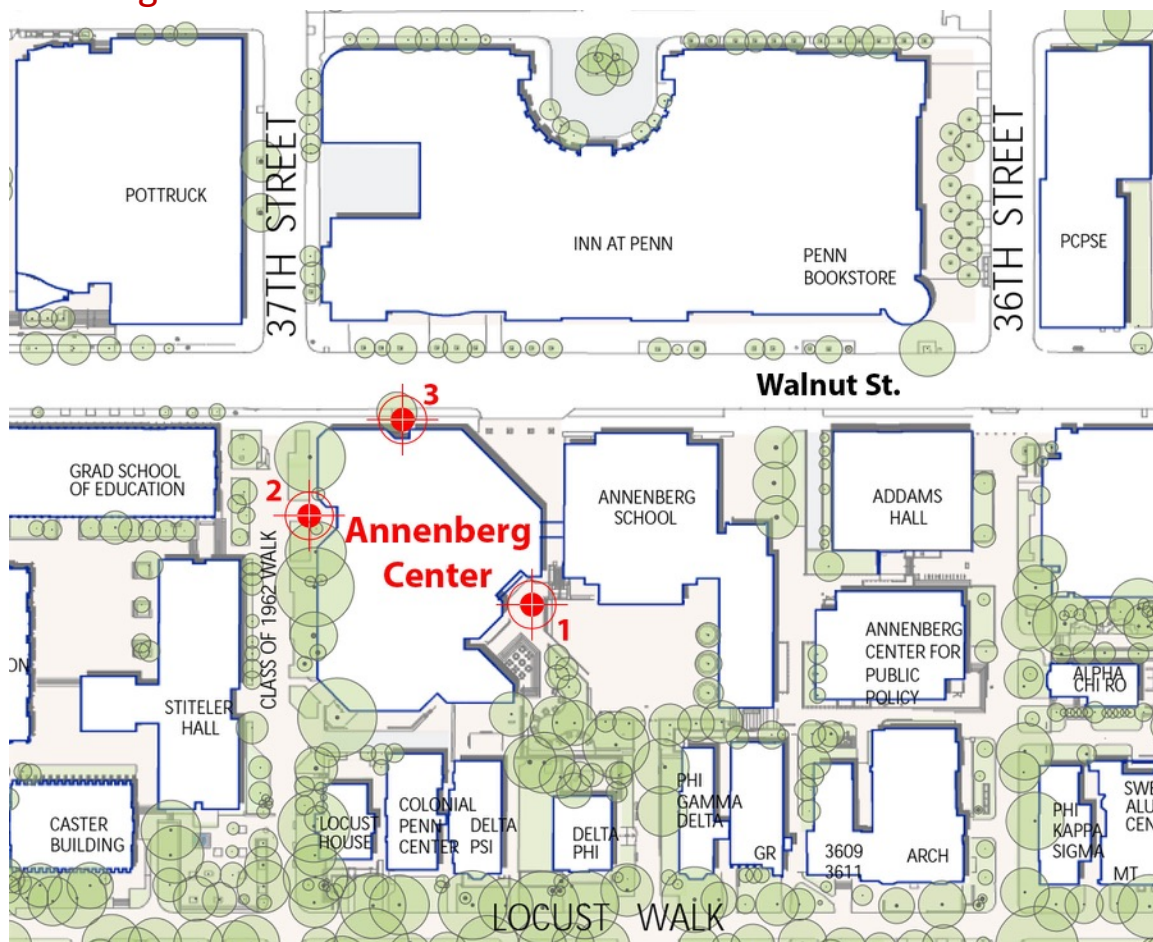
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- Four (4) dressing rooms accommodate up to eight (8) people.
- **Dressing rooms are NOT handicap accessible.**
- All dressing rooms have a private bathroom with shower/toilet/sink, lighted mirrors and built-in clothing racks.
- There are additional restrooms with showers in the dressing room corridor, not accessible by the public.

### Wardrobe Area

- Dedicated Wardrobe Room in between Dressing Rooms 1-4 and 5-8.
  - Roughly 500 Sq. ft.
  - Sink/Countertop
  - 2 Work Tables
- Seven (7) Irons – Various brands
- Five (5) Ironing Boards
- Three (3) Jiffy brand Steamers
- Washers/Dryers
  - Two (2) Whirlpool 4.5 cu. ft. Closet-Depth Front Load Washer with Load & Go™
  - Two (2) Whirlpool 7.4 cu. ft. Front Load Electric Dryer with Intuitive Touch Controls
  - **High efficiency detergent ONLY**
- Eleven (11) Rolling Costume Racks



## Map of Building Entrances



The Annenberg Center does not have a traditional stage door. All perimeter entrances to the Annenberg Center are RF chip-card access with programmed public access times. Building access outside of public access hours or other special access needs must be scheduled in advance with an Annenberg staff member.

### Map Key:

- 1. Main Entrance** • This entrance faces Annenberg Plaza on the campus side of the building and accesses the Main Lobby. This is the **preferred entrance** for visiting companies to use. It is programmed with the longest public access hours. To access Stage Level, enter through these doors and find the Elevator to your right as you enter the Lobby. Take the Elevator to "SL". Alternatively, there is a door to the right of the Elevator that accesses a stairwell. Take the stairs all the way to the bottom to Floor SL.
- 2. 37<sup>th</sup> Street Entrance** • This entrance faces 37<sup>th</sup> Street Walkway and also accesses the Main Lobby. The Elevator and SL Stairwell access is straight across the Lobby, past the Box Office. Public access to these doors is similar to the Main Entrance.
- 3. Walnut Street Entrance** • This door only has public access around performances and is usually locked. There is no direct access to SL from these doors.

**Please Note:** The ADA Entrance is on the way from Walnut Street to the Main Entrance. These doors do not have public access – **please do not ring the doorbell unless you need ADA access.**