
National Exhibit

USITT/USA PQ Exhibit Tour 2008 Technical Rider

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PQ-USA NATIONAL EXHIBIT

Display Space

- **Description:** Exhibit that illustrates the innovative and exciting work of USA professional designers in the performing arts from 2002-2007. Designed to represent the USA at the Prague Quadrennial 2007. (PICTURES of the exhibit are attached file: *NationalPics*)
- **Size Requirements:** The Exhibit occupies a 29'-0" X 38'-0" by 15'-6" high area that is designed to display in a space no smaller than 34'-0" wide X 42'-0" deep by 16'-6" high (GROUNDPLAN of this exhibit is attached file: *NationalGP*)
- **Floor Requirements:** The exhibit does not have a floor covering, so the floor in the venue will serve as the exhibit's floor.
- **Alternate Configuration-Exhibit on one level:** This exhibit was designed to fit a particular size space allocated by the Prague Quadrennial. In order to accommodate the art work desired for the exhibit there is a small section on an elevated 2nd level that is only accessible by stairs. The exhibit has been constructed so that the exhibits that are on the 2nd level can be placed on the ground level. If there is a desire or requirement for the exhibit to be located at only the ground level, please advise so an appropriate layout for your venue can be supplied.
- **Space Requirements:** This will be dependent upon the configuration and orientation of the exhibit at the venue. Each venue will provide a floor-plan and elevation of the exhibit space to the USITT PQ Exhibit Tour Director, Bob Scales, who will be responsible with a designated person from the venue to determine the layout of the exhibit at each respective venue.

Power/Lighting Requirements

- Minimum of six (6) individual breakers 110 VAC 20 amp circuits feeding PBG (Edison) receptacles. Breakers for these circuits should be readily available at all times during the exhibit.
- If the only available power is a large disconnect, the venue must provide a "break-out" box with six individual breakers 20 amp PBG (Edison) connector outlets or pigtailed.
- The lighting for this exhibit is all self-contained if installed as it was in Prague. If the alternate configuration of the exhibit is employed with all displays at the same level, the venue will need to augment the lighting.
- Standard work-light should be provided by the venue for set-up & take-down.

Set-up/Take-down

- Crew Size: 8 to 12 or more workers. (see General Requirements)
- Schedule The exhibit is designed to travel and be unloaded and assembled in two to three days. If there are complications in getting the exhibit from the truck to the exhibit hall, such as loading onto elevators, carrying up stairs, etc. more time for set up will be required and possibly more personnel.
- Set-Up/Take-Down: All work on the exhibit must be done under the supervision of the USITT designated representative. No less than one of the personnel who will supervise this activity will be provided in the loan agreement to unload and set-up the exhibit. The take-down and loading supervision will be specified in the USITT Tour Contract.

Travel Container

- The Exhibit travels in a 48'-0" to 53'-0" "dock-level" semi-trailer. Approximately one-half of the elements are crated and/or palletized and can be moved by forklift and/or dollies. Balance of the elements must be hand unloaded and carried or put on a rolling cart and transported to the exhibit spot by one to two people.

EQUIPMENT TO BE PROVIDED BY VENUE

All equipment should be in good and safe working condition.

- Fork truck and/or pallet jack capable of lifting 1000 pounds
- 2 (two) rolling costume racks
- four (4) 2'x6' (approx size) tables for assembly work
- One (1) aerial work platform able to reach 20'-0" safely for focus lights and other work
- Two (2) 8'-0" ladders, One (1) 14'-16' ladder
- brooms and mops with appropriate water buckets for cleaning of the exhibit spaces.

GENERAL REQUIREMENTS

- Crew Requirements: See individual Exhibit sections of the labor needed to set up that exhibit. The expectation of the crew is of a typical scenic technician who is capable of:
 - lifting 75 pounds above their head
 - following verbal and written instructions with minimal supervision
 - speaking and understanding the English language
- Supervision of All Exhibits In Residency: A delegate of the Participating Institution must be on duty at the exhibits during all public showings. Presenter will make sure that exhibits will be secure during the entire stay, including during times when the exhibit is not open to the public.
- Insurance: USITT will provide insurance covering the materials overall and travel. The individual location will provide notification of what insurance they have for such an exhibit in their respective site.
- Space Requirements: Space must be clear and clean of all debris Floor should be level and free and clear of cracks, splinters, nails. Presenter agrees in good faith to control the temperature of the space between 68 degrees and 78 degrees to protect the exhibit materials. Additional storage space will be required for empty crates and packing materials.
- Loading Dock: Please make sure that the dock area is clear of ice and snow 1 hour prior to the start of load in. Company will travel a truck ramp for ground loading / unloading. Venue to provide dock plate for loading dock area.
- Parking: Presenter to supply secure parking for one 53' Semi and 1 vehicle.
- Local Info: Please provide map & directions for the nearest locations of the following:
 - home center or hardware store (Lowe's, Home Depot, Menards)
 - electrical supplier

- Radio Shack or other electronic supply house
- Emergency Room (hospitals)
- 24 hour Drug Store
- 24 hour Super Market
- Production Office Exhibit Staff will require access to internet for a laptop and a location to securely lock-up tools and supplies during setup and strike periods.

Please refer to the USITT Tour Contract for details regarding insurance, fees, and detailed dates.

Last revised 10/20/2007