

**LEICESTER
SQ THEATRE**

TECHNICAL SPEC



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TECH TEAM

Tom Williams – Technical Manager
Jason Bozzard – Assistant Technical Manager

technical@leicestersquaretheatre.com

Extra crew are available on request.

Visiting companies will be emailed approximately one month in advance of the show date to ascertain technical requirements.



GET-IN DETAILS

If you would like help loading into the theatre we can provide you with a minimum of two technicians at £19 per hour per tech + VAT (minimum four hour call), otherwise the Leicester Square Theatre team will not be able to assist with load in. You are welcome to bring your own crew to load in and someone will be here to ensure the building is open for you.

Please be aware the load-in access is down two flights of stairs.

There is no stage door, dock doors or loading bay at Leicester Square Theatre. Access is gained via the front entrance and down a flight of stairs. Leicester Square is pedestrianised from 10am. Lisle Street is pedestrianised from 11am (please see the bottom of this document for further access information).

Please email tom@leicestersquaretheatre.com if you need access at a different time of day. We cannot guarantee this will be accommodated and will need as much notice as possible if this is to happen.

Please see vehicle access info at the end of this document.

Please note:

The maximum get in dimensions for rigid flats are 3000mm x 2000mm, but slightly longer objects should be possible if the width is significantly reduced.

There is not a car park at the theatre; the nearest Q park (limited headroom) is Chinatown, Newport Place where the max height restriction is 1.98 metres. For van parking please visit parkingforvans.com.



STAGE

The stage is raised 840mm and has a set of steps either side of the proscenium into the auditorium.

The Proscenium opening is 3080mm high and 7280mm wide.

The maximum depth of the stage is 8650mm – this is inclusive of the back crossover. **The playing space of the stage is approx. 7m x 7m – a ground plan is available on request.**

There is a fixed-position proscenium bar directly behind the proscenium curtain – this bar is 3200mm above stage level.

There are five further multipurpose bars (stage bars 1-5) above the stage – each approx. 3600mm above stage level – exact measurements available on request.

We have red FOH tabs available to use. Please let us know in advance if you would like them. There is one set of overlap black wool tabs which live on tab track 3.

There are 5 FOH bars, 2770mm above stage level. The SWL for each FOH bar is 40kg per metre.



LIGHTING

Due to the high volume of shows at Leicester Square Theatre, our LX rig changes on a regular basis.

Lighting plans and data sheets can be found [here](#)

We have a standard LX rig that no visiting companies are permitted to touch but other lanterns may be added if discussed prior to your get in.

There are 96 x 10a dimmers in total; the standard rig will use approximately 20 dimmers, leaving approximately 76 available for the shared use of visiting companies. As mentioned, this changes on a regular basis, so if you have any concerns, please let us know.

There are 60 patch points FOH (twelve on each of the five bars). On stage there are 48 patch points located in the centre above the stage, and 24 on stage level (a socapex outlet on each column). All of this will be shared with the standard rig.

All FOH bars are internally wired; the following patch points are available for the shared use of visiting companies:

- FOH 1:6
- FOH 2:6
- FOH 3:6
- FOH 4:8
- FOH 5:8

LIGHTING DESK

- ETC Ion XE

LIGHTING STOCK

- 4 x Chauvet Rogue R1 wash 21 channel moving head lights
- 2 x Chauvet Rogue R1 spot 19 channel moving head lights
- 12 x Chauvet COLORado 1tri LEDs (Full RGB)
- 4 x LED fresnels
- 4 x Ovation LED Fresnel
- 6 x 36 degree source 4s
- 13 x Fresnel Quartets



- 20 x Par 64 cans
- 2x Source 4s Jr
- 12 x Colour source RGB Battens
- 1 x LEDJ Star cloth
- 1x Chauvet Hurricane 1DX Haze Machine – connected via DMX

The standard rig is designed primarily for stand-up comedy – it will consist of a FOH open-white wash, and some LED downlights on the curtains. The standard rig will be designed for lighting the playing space in front of the mid-stage tabs.

We have a lot of LX cable; it may be worth asking us before you bring your own.



SOUND

THE THEATRE IS UNDERNEATH NOTRE DAME DE FRANCE CHURCH AND THE STAGE IS DIRECTLY UNDER THE ALTAR. BECAUSE OF THIS, WE HAVE A SOUND CURFEW IN PLACE AT THE FOLLOWING TIMES:

- Monday – Saturday 12.15pm – 12.45pm and 6pm – 7pm
- Sunday – 10am – 12.30pm

NO LOUD SOUND CAN BE PLAYED DURING THIS TIME. PLEASE SCHEDULE YOUR SOUND CHECKS ACCORDINGLY.

FRONT OF HOUSE DESK

- Yamaha QL5 Digital Mixing Console
- Yamaha RIO1608-D2 x 2
- Yamaha SWR2100P5G Simple L2 Network switch with PoE, five RJ

We do not take our sound desk out under any circumstances. If you would like to bring your own sound desk in we will need to block off eight seats in order to accommodate your sound desk in the touring position. We will need to know this well in advance and there may be a charge for loss of seats.

NB FOR BANDS

If you are planning on bringing your own PA system, you will need to provide your own crew, as the Leicester Square Theatre team will not be able to assist with this.

STAGE MONITOR SYSTEM

Monitors are run from the FOH desk via auxes.

- 6x db technologies Arena 10 PRO wedges
- 2x MC2 E4-75 Amps

SOUND POWER

2x 32a sockets either side of stage behind pros legs



4x 13a Sockets either side of stage behind pros legs and 2x 13a sockets in tech box, all on 32a ring. **WE DO NOT HAVE ANY 3 PHASE POWER OR ANY CONVERTORS TO CONVERT TO SINGLE.**

FRONT OF HOUSE SYSTEM

- 4 x Coda Audio G715-96 loudspeakers
- 4 x Coda Audio G15 subwoofers
- 1 x Coda Audio LINUS 14 loudspeaker management power amplifier 4 x 3500W with Dante
- 2 x Coda Audio Hops 5 Versatile dual 5" coaxial system, 350W, 100 degree conical fills as delays
- 1 x Coda Audio LINUS 5-C 4-in/4-out Loudspeaker management power amplifier 4 x 1200W

RADIO MICS

- 4x Sennheiser Ew300 G3 Body packs
- 2x Sennheiser Ew300 G3 Handheld
- 4x Sennheiser receivers to cover all above

We often have more radio mics available, please enquire if you require more. We charge £65 + VAT per radio mic per show.

MICS

- 10 x Shure SM58
- 4 x Shure SM57
- 1 x Beta 58
- 1 x SD101 Kick mic
- 5 x S930 Tom mic

DI BOXES

- 20 x Studio spares Active DIs

MIC STANDS

- 10 x Tall Stands with boom
- 4 x Short Stands with boom
- 4 x Round based stand
- 6 x Studio spares music stands



QLAB

We are currently running QLab 4 + 5 on a Mac Mini. We have a lot of sound cable here – it may be worth asking before you bring your own. We do not have a piano on site. If you require one you will need to hire one in yourselves.

AV

- 1 x Roland V-4 EX4- Channel Digital Video Vision Mixer with HDMI, VGA and Composite 2x LG LED 47 inch screens mounted FOH connected via HDMI
- 2 x LG Smart TV 65" 4K Ultra screens mounted SL and SR on pros connected via HDMI through Cat6 extenders
- 1 x Epson EB-L635SU 6000 lumen laser projector £45 + VAT to use (res:16:10) 1 x Full width & height of stage white cyc £30 + VAT to use

If you require AV we will need to know in advance.

A CAT5 data distribution system exists – this provides data patching capability between the stage, control room, dimmer room and FOH bars via a patch bay in the control room.

CANS SYSTEM AND SHOW RELAY

Cans at sound and lighting desks and follow spot position and at either side of stage behind pros. line.

Show relay to each of the three dressing rooms.

WARDROBE FACILITIES

We have a wardrobe area consisting of a washing machine and tumble dryer. You will need to supply your own detergent and there is a charge for the use of the washing machine and tumble dryer.

There is an iron and ironing board available for your use along with a steamer. We have a costume rail available too - please let us know if you require use of this in advance.



FILMING SHOWS

Filming charges are as follows and will be added to the settlement after your show:

- Filming for commercial use: £500 plus VAT per performance
- Podcast recording: £250 plus VAT per performance
- Full show filming for personal use only (1 camera): £150 plus VAT
- Sound feed for archive purposes: £75 plus VAT per performance

If you are planning on filming your show with us we have a limited number of camera positions available. There are three main positions. These are one in front of each bar either side of the auditorium and one at the back of the auditorium on top of the platform. We would advise booking a site visit to discuss.

We can give you a left and right sound feed from the desk and can also record the show onto a USB stick and transfer it over after the show.

We do not take seats out of the auditorium for your camera positions.

OTHER IMPORTANT INFORMATION

We have a high turnover of shows at Leicester Square Theatre, and so we ask that you not touch or interfere with the props, set or costume of another show.



FAQs

Can you do a pre rig?

If your show requires a pre rig then please speak to us. We can have up to six shows a day at the theatre so any pre rig would be subject to the logistics of what other shows are on and available time.

How much are your technicians?

Our technicians are recharged at £25ph plus VAT an hour minimum 4 hour call. You must have a minimum of one venue technician present at all times whilst you have access to the stage regardless of whether or not you have your own team.

Do you have a Follow Spot?

No we do not; we can hire one in for you though if needed. We will need to know at least a week in advance if you would like this. There is one Follow Spot position located at the back of the auditorium on top of a platform audience left.

What is your storage situation?

We have VERY limited storage space, we are happy to store your set for the duration of your shows but due to how busy we are your set/props will need to go ASAP after your show has finished.

How do you access your lighting grid?

We have two sets of ladders on stage to access the stage grid and a set of Zarges which go over the seats to access the FOH grid.

What is your standard access time?

Our standard get in time is 4pm for a 7pm show. If you need more time you will need to have a discussion with the tech team. We have up to 6 shows a day at the theatre so sometimes tech time directly before your show may not be possible. Extra time will be recharged at £250 + VAT per hour plus staff costs.

Can we smoke on stage?

Smoking is not permitted on stage unless agreed with the theatre and council a month in advance and is IMPERATIVE to the piece.

Are we allowed pyros?



Again, similar to smoking, you will need to have it cleared by the theatre and council. All the information about the pyros will need to be given well in advance to the team.

Will we have access to the whole stage or is there a set permanently in place?

There is no set permanently in place, any show that is booked into the venue must ensure that the set can be fully struck to the back of the stage. If your show has a set and/or you require the full stage playing space please ensure that you speak to the Tech Team in advance. We will do all that we can to ensure that we meet all of the requirements of each individual show.

Can you hire in extra radio mics?

We can do that, we have a company we use on a regular basis who will deliver them to the theatre. Subject to the number required and the costs involved we should be able to have this charged and deducted on your financial settlement. We will need at least a week's notice for this.

What facilities do you have for playback?

We currently have a Mac Mini that you are welcome to use free of charge.

What furniture do you have available?

We have a collection of chairs and some small tables. Please let us know specifics and we will see if we can try and help.

Do you have any props in the theatre?

We don't have any props here, you will need to source your own.

Can we bring in our own PA system?

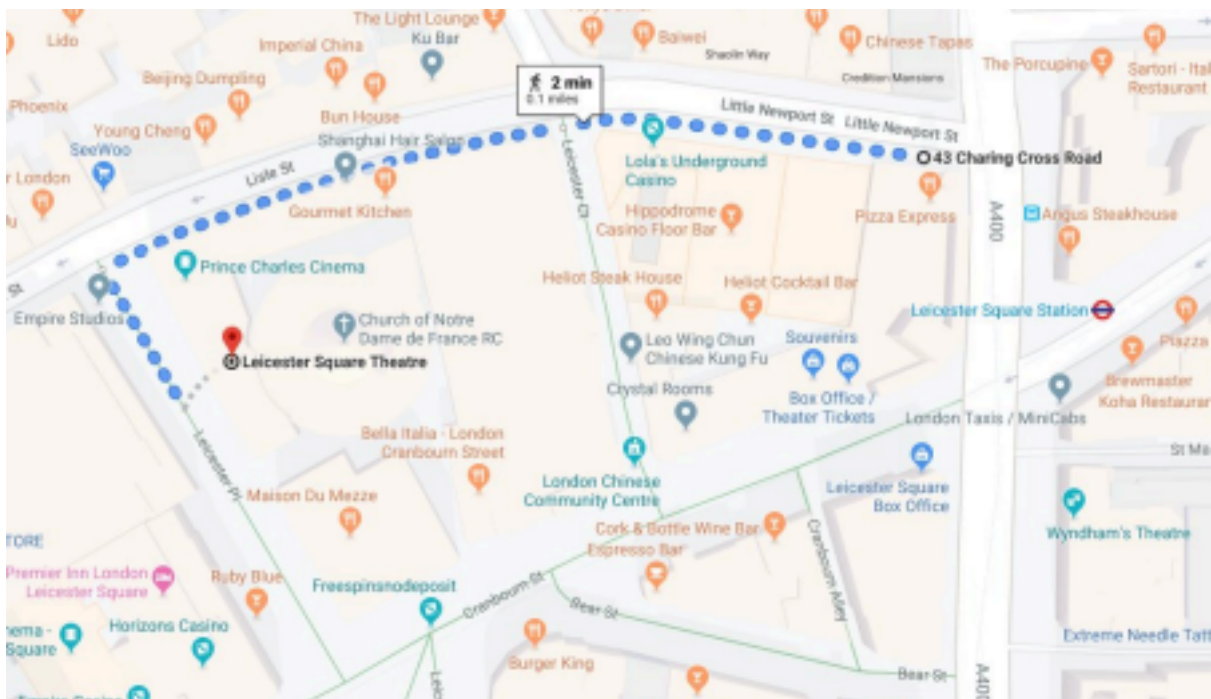
Because of the stairs and the theatre set up it HIGHLY ADVISED NOT to bring your own PA system in. Although we are mainly a comedy venue we use our PA for bands and showcases all the time. The PA system is spec'd for the size of the room and we feel there is no need to bring your own in.

If you have any other questions please do not hesitate to contact the tech team! We look forward to welcoming you to Leicester Square Theatre.

VEHICLE ACCESS

Vehicle access to the theatre is available via Lisle Street, which is accessed by turning onto Little Newport Street from Charing Cross Road (A400).

Vehicles can pull up/park on Lisle Street to load and unload from midnight to midday. Between 6am and 10am, it's also possible to turn left into Leicester Place and park directly outside the theatre whilst loading or unloading (see map below). You must leave Leicester Place (via Lisle Street, westbound) by 10am if you wish to avoid receiving a parking ticket. Lisle Street is closed to traffic at 11am, bollards are put in place outside Ku Bar, 30 Lisle Street after this time.

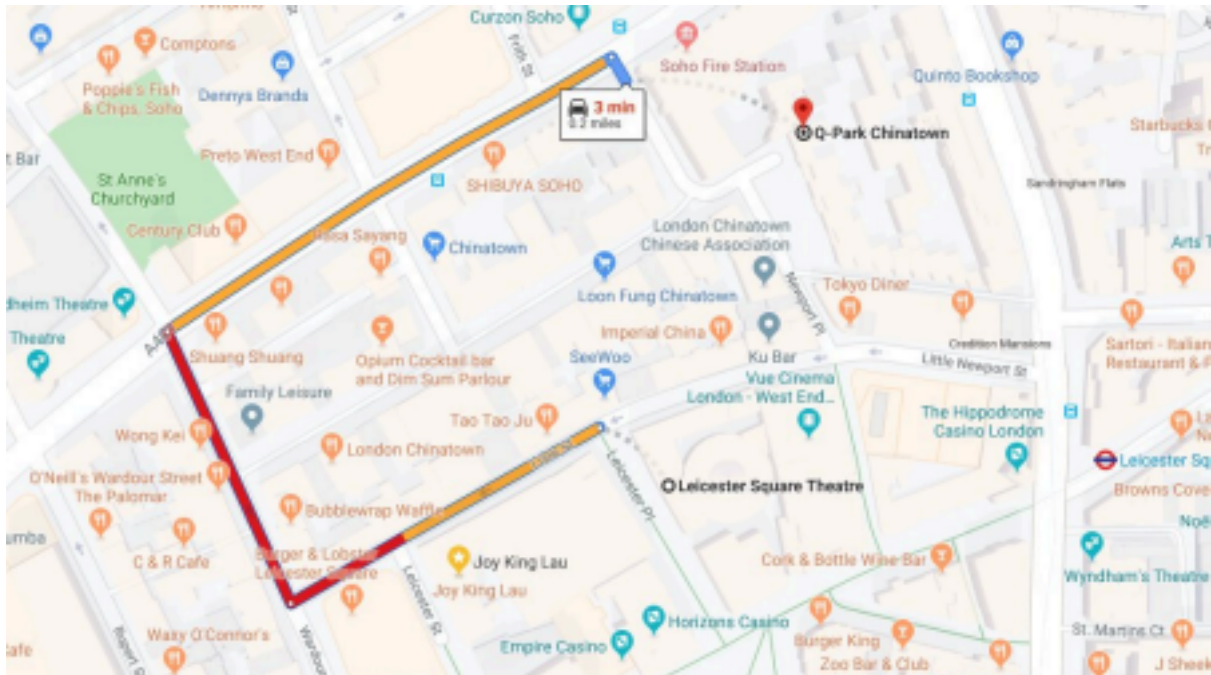


When Lisle Street is closed, the nearest any vehicle can get to the theatre is Ku Bar, 30 Lisle Street. There is no official loading/unloading area here and we would suggest that pulling up here is only suitable for quick drops of small amounts of equipment. Where possible we strongly advise organising your schedule around the opening hours of Lisle Street. There is heavy traffic around the theatre at all times which often leads to delays – please allow plenty of extra time in your schedule to allow for this.

There is no parking available at the theatre, but there is a 24-hour car park



nearby (Q-Park Chinatown, see map below). Please note that this car park has a height restriction of 1.98m.



If you need to park a vehicle larger than this please contact us and we will try to assist.

Please contact us at the earliest opportunity if you require vehicle access to the theatre, this will allow us to do as much as we can to help facilitate the smooth organisation of any loading and unloading.

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