Virginia Tech does not discriminate against employees, students, or applicants on the basis of race, color, sex, sexual orientation, disability, age, veteran status, national origin, religion, or political affiliation. Anyone having questions concerning discrimination should contact the Equal Opportunity and Affirmative Action Office.
GENERAL INFORMATION

Technical Services:    Ticket Office:
Technical Services Director    Ticket Office Manager
Brian E. James    Nathan Howe
225 Squires Student Center    225 Squires Student Center
Blacksburg, VA 24060    Blacksburg, VA 24060
Vox: (540) 231-3499    Vox: (540) 231-5615
Fax: (540)231-3776    Fax: (540) 231-5430
Email: production.services@vt.edu  Email: articket@vt.edu

Area Hotels:
There are a variety of local hotels, please contact the Presenter for this information.

Taxi Services:
There are a limited number of Taxi Services in the area, please contact the Presenter for this information.

Restaurants:
There is a wide variety of food in walking distance, including fast food, sandwich shops, delis, vegetarian, Chinese and other interests. Please contact the Presenter for more specific information.

Handicapped Access: The Handicapped seating is determined with seating layout.

Emergency Numbers:
All emergency Services: 911
Hospital Emergency Room: (540)953-5122
If additional numbers are needed, please contact the Presenter.

Parking:
• Must be worked out with presenter, generally tour vehicles will not be able to be parked in the loading dock area.

Laundry:
Off site facility, about 1 mile away with coin operated machines.
Directions to Venue:

To reach the campus from Interstate 81 (southbound and northbound):

- Take Exit 118, which has ramps to several different Christiansburg and Blacksburg exits. Take Exit 118B onto U.S. 460 West; this ramp connects directly to the Christiansburg Bypass. Follow the signs for Blacksburg/Virginia Tech.
- Turn right at the stoplight at the intersection of 460W and Southgate Drive.
- Take the second left onto Spring Road.
- Take the right onto Washington Street. (You will be at the end of Spring Road.)
- Take the second left onto Kent Road.
- At the top of the hill. Take the first right onto Alumni Mall.
- Receiving Dock “A” will be dock on your right side.

Time Zone:
Eastern

MANAGEMENT

Tour Production Office:
There is no Tour Production Office for this Venue. Please speak to presenter to make any needed arrangements.

Green Room:
Located SR with steps and door to stage.
Large mirror and sink
Capacity is 12.

Stage Manager Console:
There are no Stage Manager Consoles.

Rehearsal Rooms:
There are no rehearsal rooms for this venue. Please work out alternate arrangements with the Presenter.

Crew:
Trained student crew and volunteer students.
The Presenter supplies the majority of the labor using volunteer student staff.

**Handicapped Access to the Stage:**
Must be worked out in advance.

**Policies:**
- This Venue is a non-smoking venue.
- This is an alcohol free venue.
- There is a performance curfew 30 minutes prior to building close. This varies depending on the day of the week. Please discuss this in the advance.
- The Virginia Tech Police have the authority to be anywhere in the venue at any time.
- Any use of any pyrotechnics, smoke machines, fog machines, open flames or other similar environmental/pyrotechnic effects must be approved through the Virginia Tech Environmental Health and Safety Office in advance. Contact the local Production Manager to arrange for this.
- Due to local Fire Codes and the nature of the venue fire alarm, the use of pyrotechnics and environmental effects is severely restricted.
- Only venue staff will operate ANY venue owned or installed equipment.
- **THIS IS A NON-SMOKING VENUE**

**LOAD-IN AREA**
- *Trucks and busses must not block Emergency Service Vehicles Access to the building, or block exits from the building needed for fire egress.*
- Any truck or buss that is left to park in the Loading area, must have a driver that is immediately accessible by phone or radio to move the vehicle incase of an emergency
- Measurements (listed from the exterior of the building moving toward interior)
  - Loading Dock A
    - Truck Height
  - Double Door (x2)
    - 9’-0” high x 8’-0”
CARPENTRY

Seating:
- Before Production Kills, the capacities are:
  - Full Ballroom: 1939
  - Commonwealth A only: empty with no seats 1200
  - Commonwealth B only: 684.
  - Occupancy down rating will occur for larger set ups or when stage extensions are used.

Stage Dimensions:
- Full Ballroom approximately 125’ L x 100’ W
- Commonwealth A approximately 75’ L x 106’ W
- Commonwealth B approximately 49’ L x 95’ W

- Stage is 37.5” about ballroom floor.
- Stage is approximately 27’ deep x 47’ wide divided by curtain.
- Ceiling is sloped from 14’ to 7’9”
- Stage can be extended with portable risers by prior arrangement.
- Additional stair units are available by prior arrangement.
- See diagram.

Rigging:
See rigging diagram
Stage – None
House – Girders 1’ above ceiling, spaced as shown in rigging diagram

Power:
Stage- 3 phase 400 amp disconnect- 5 wire.
House- Single phase 100 amp disconnect – 4 wire

Stage Floor:
The stage floor is wood-varnished.

Support Areas:
  Crossover:
  Non available

  Storage:
  Storage is very limited. Most occurs outside and on the tour trucks. Some storage may be able to happen on the venue floor.

  Dressing:
Dressing rooms need to be arranged with the Presenter ahead of time. There are no restrooms that are private available in this venue.

**Piano:**
7’ Steinway Grand- tuned A440
Ask for tuning in advance.
*This item is always on the stage, and will not be moved*

**Phone:**
There are no phones available for this venue, speak with presenter about any phone or fax needs

**Lighting**

**Architectural-**
- 4 zones of dimmable incandescent.
- 2 zones of metal halides.

**Stage-**
- 12 circuits @ 2.4kw available in lighting cove.
- Controlled by Leprecon 624, or NSI 7016-MPX Protocol
- Standard hang provides 3 color stage and 3 specials.

**Sound**

- Separable into Ballroom A and Ballroom B
- Ballroom A – 5 speaker cluster (Electro-Voice 1512ER)
- Ballroom B – 8 coaxial ceiling speakers
- Amplifiers and patch bay located in the sound rack in the servery
- Additional portable equipment available upon prior request.

**Movie Screen:**
Dalite Electro 15’-0” high by 20’-0” wide located 1’0” in front of proscenium wall.
WARDROBE
All Wardrobe issues are between the show and the presenter.

Laundry facilities are off campus, about 1 mile and are coin operated.

No Wardrobe facilities are available in this venue.

All dressing rooms have racks built in, additional portable racks are available if requested prior to show date.
NOTE: This diagram represents the roof truss girders whose bottom chords are 18" above the suspended ceiling (19'-0" above the floor).

Rigging Diagram
### Virginia Tech Used Frequency List

#### VIRGINIA TECH PHYSICAL PLANT

<table>
<thead>
<tr>
<th>Channel</th>
<th>Transmit Frequency</th>
<th>Receive Frequency</th>
<th>Modulation</th>
<th>Description</th>
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<tr>
<td>CH 1</td>
<td>155.985</td>
<td>154.115</td>
<td>71.9</td>
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<td>162.2</td>
<td>UTILITY</td>
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<td>155.535</td>
<td>162.2</td>
<td>TECH PD</td>
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<tr>
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<tr>
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<td>153.920</td>
<td>114.8</td>
<td>HOUSING</td>
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<td>155.535</td>
<td>192.8</td>
<td>TECH PD BACKUP</td>
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</table>

#### Campus Wireless Ethernet:
The campus has a wireless ether net system using the 2.4Ghz UNI band. As per IEEE standards 802.11b and G