

THE EMBASSY THEATRE Skegness

Technical Specifications

January 2024

THE EMBASSY THEATRE

Skegness

Technical Specification

Address / Contacts and Seating Capacities

Embassy Theatre,
Grand Parade,
Skegness,
Lincolnshire
PE25 2UG.

*The Embassy Theatre is operated by Magna Vitae – A Partner to East Lindsey District Council. © 2015
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Registered number 09078400. Registered offices: Meridian Leisure Centre, Wood Lane, Louth, Lincolnshire
LN11 8RS. VAT Registration No. 198 2146 79 Magna Vitae is a Registered Charity.
Charity Number 1160156*

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Technical Operations Manager
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ADDITIONAL CONTACTS:

Telephone:

Theatre Box Office & Visitor Enquiry	01754 474100
Publicity & Marketing Enquiry	01507 681862
Front of House & Hospitality	01507 681873
Theatre Administration	01507 681870
Theatre Manager	01507 681861

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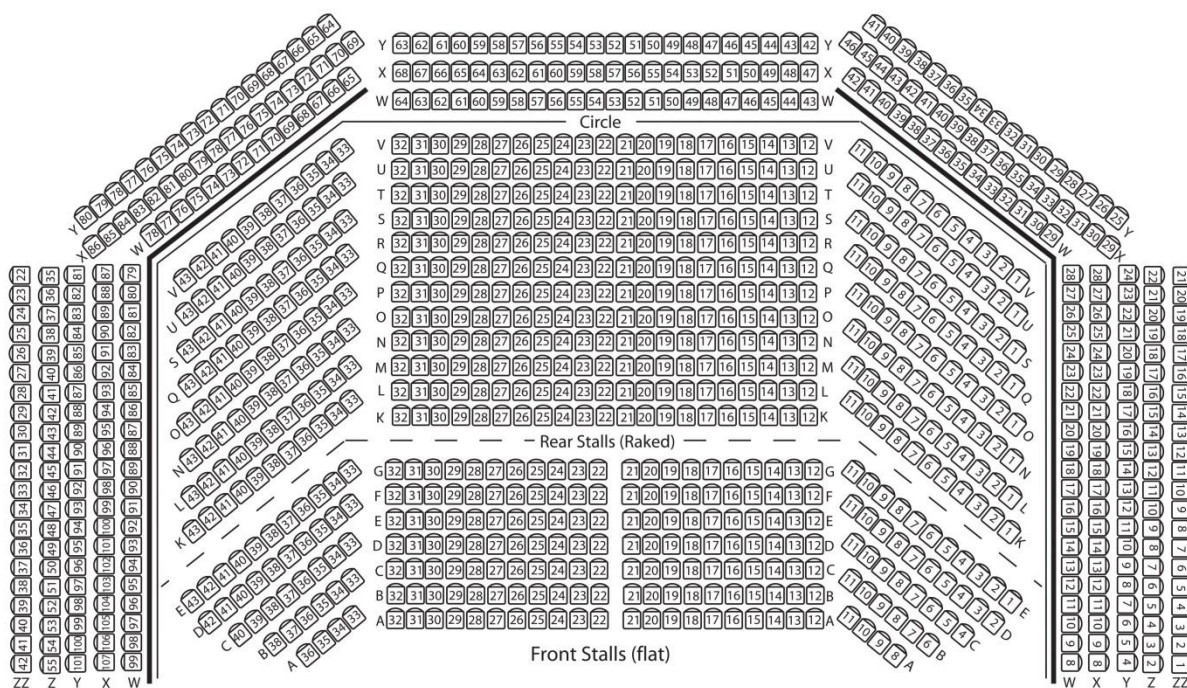
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Seating Capacities FULL

Front Stalls	225
Rear Stalls (raked)	428
Circle	374

TOTAL CAPACITY 1027

Shown at maximum capacity, different configurations apply at certain events



STAGE

THE EMBASSY THEATRE

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Technical Specification

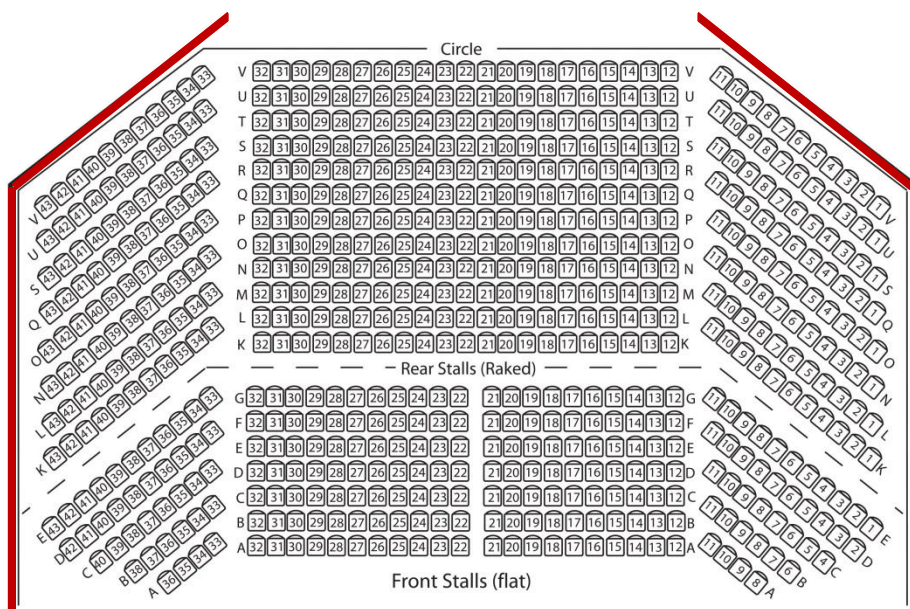
Seating Capacities REDUCED

Front Stalls 225
 Rear Stalls (raked) 428

TOTAL CAPACITY 653

Shown at maximum capacity, different configurations apply at certain events

 Black drapes used to reduce seating capacity to 653



STAGE

Technical Specification

Health & Safety

As H&S information is regularly updated please contact the technical department for specific risk assessments and any other health and safety queries.

THE FOLLOWING REGULATIONS FORM AN INTEGRAL PART OF THE STANDARD EMBASSY THEATRE CONTRACT:

1) Any electrical equipment brought into the Embassy Theatre by, or on behalf of the Production must strictly comply with the current regulations for the Electrical Equipment of Buildings and carry a current PAT test certificate, as published the Institute of Electrical Engineers. The Production's equipment and its installation, removal and maintenance is the responsibility of the Production company and must, at all times, be under the supervision of a qualified person.

2) The Production shall ensure that all electrical equipment and tools brought to site, comply with all relevant statutory requirements including the "Electricity at Work Regulations 1989". Such equipment and/or tools shall be operated and used in a safe manner and the Production Manager shall make available for inspection, evidence that the equipment has been tested in accordance with the above regulations.

3) The Technical Operations Manager reserves the right to instruct the Production Manager, where equipment and/or cables may be positioned within the Auditorium or other parts of the building accessible to the general public, and may delay the performance until the Production has satisfied that any such equipment and/or cables may not interfere with the safety of the public or the staff of the Embassy Theatre.

4) All lifting and suspension equipment brought to site by the Production must comply with all current legislation and the promoter shall make available for inspection, evidence that the equipment has been tested and examined in accordance with current LOLER legislations. **

4a) Due to new legislations regarding truss care and inspection as from 2018 standard G clamp (hook clamps) must not be used on any Embassy Trusses or fixed bars. Only trigger clamps will be allowed. Embassy staff will enforce this due to recent damage on house trusses.

****Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)**

5) The Production Company shall have carried out and have available, risk assessments of all special effects used in the production, and of all perceived hazards associated with the unloading, manual handling, erection and reloading of all scenery and electrical equipment brought to site. Written assessments of significant risks in the workplace are required by law - ref. The Management of Health and Safety at Work Regulations 1992 (Regulation 3).

6) It is expected that the Tour Manager, or Deputy, will discuss with the Embassy Theatre Staff, the fit-up of the production prior to commencement based on a prepared Method Statement.

7) Advanced notice is required of any proposed use of flame/fire effects and pyrotechnics.

8) The Production agrees to fully compensate the Embassy Theatre for: Any loss or damage to the Theatre or it's fixtures and fittings arising during the use of the Theatre by the Promotor or after the Production and including consequential loss.

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Health & Safety

Local Venue Rules for Visiting Performers/Production Personnel Company / Tour Managers must ensure that they:

- Report to Technical Department on arrival.
- Report to the Technical Operations Manager or Representative before any commencement of work.
- Inform the Technical Operations Manager of any hazardous substances to be used on site and provide COSHH Data sheets where appropriate.
- Inform the Technical Department of any synthetic smoke or pyro planned use, before activation so that the auditorium fire detectors can be isolated. Failure to do so may result in call out charges for emergency services being levied.
- Provide a safe working procedure including risk assessments.
- Receive briefing on venues Emergency Action Plan.
- Provide a list of everyone under his/her control to be left at the stage door in case of evacuation.
- Ensure that appropriate PPE is worn when appropriate.
- Ensure only fully competent persons carry out any overhead rigging activity.
- Keep work areas in good order to avoid slips, trips, falls etc.
- Report all accidents and provide a copy of any accident reports complied.

Managers must also ensure that Cast/Crew **DO NOT**:

- Leave tools or equipment accessible to unauthorised persons (particularly children) when their work area is left unattended.
- Allow obstructions to fire exits or exit routes.
- Allow the use of bad language, swearing etc.
- Allow smoking, drugs or alcohol consumption anywhere inside the building, this also includes the use of E Cigarettes.
- Cause any obstructions to the Fire Curtain decent line, with either equipment, Scenery or cables.
- Leave the Dock door open unattended.

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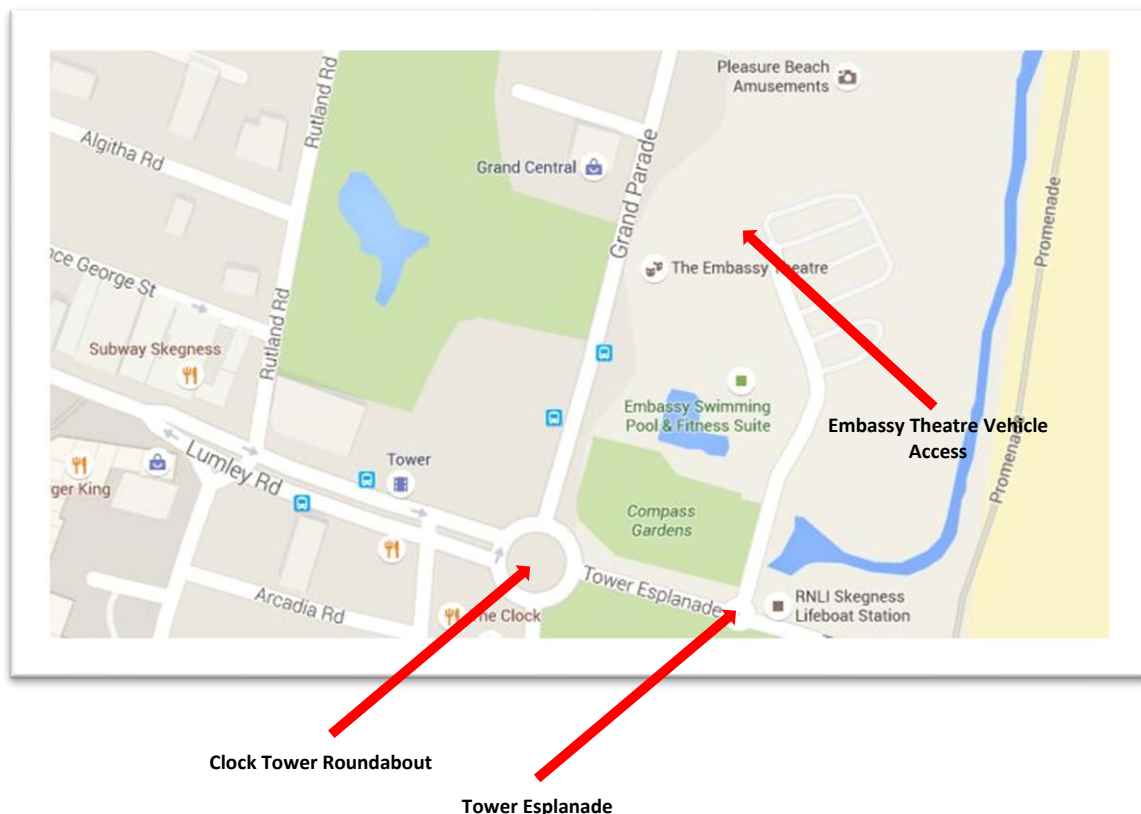
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Parking and Load in access

Parking and Load in access is available at the side of the Embassy Theatre. Access for all vehicles is via a car park at the rear of the Theatre which is accessible from Tower Esplanade, which can be reached from the clock tower roundabout. The production is entitled to 6 parking bays, this also includes equipment delivery vehicles.

PLEASE NOTE: This car park is protected with a height restriction barrier which will need to be opened prior to your arrival. Please contact the Technical Operations Manager with accurate arrival times in order to minimise delay. Once arrived at height barrier please proceed to the box office to instruct the Technical Department to open the barrier, as the Technical Operations Managers desk number is not constantly manned.

What 3 Words - [///rises.photos.encounter](http://rises.photos.encounter)



Clock Tower Roundabout

Tower Esplanade

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Scenic Dock Door / Load in Dimensions

We have two load in doors to ensure smooth delivery of events The first is via a dock door direct onto our Stage Right wing and small dock.

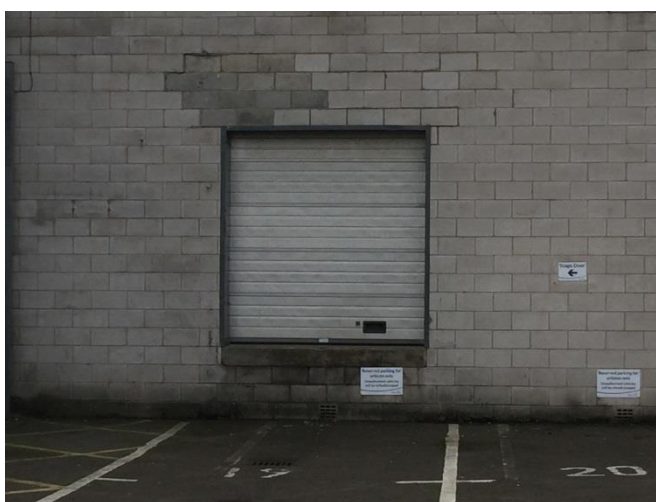
Scenic dock door is located stage right at stage level (800mm from car park floor) Dock door dimensions are: 2.15m wide x 2.41m high. (picture 1)

Our Second door is to the right of this which loads directly in the auditorium at floor level, this is direct access with no steps. Door Dimensions 2.45m wide x 2.73m high. (Picture 2)

Picture 1



Picture 2



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Technical Specification

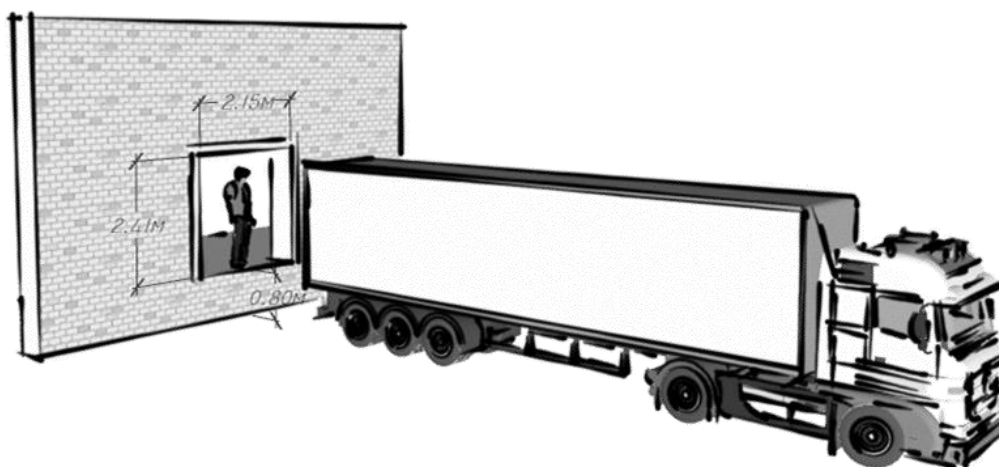
Loading Bay Door Dimensions / Car Parking

The drawing below is for our stage level loading bay door.

Width – 2.15m

Height – 2.41m

Height from Ground – 800mm



PLEASE NOTE: We have no bumpers on our loading bay so a Banks man must be present at all times when reversing.

Truck Ramp available for floor loading

Car Parking:

The Embassy Theatre car parking is at the side of the venue and has a clear area for loading and unloading at the Dock Door, with a further 6 parking spaces for performers and crew.

Please note at busy times Performers or Crew may need to park in the adjacent car park. This is pay and display. Charges vary dependant on time of year.

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Stage Specifications

The stage is a Proscenium Arched Theatre complete with a house stock of black drapes, these include permanently rigged legs and borders made from black wool serge. At the rear of the stage is a permanently rigged fibre optic star cloth. The floor is finished with a painted black MDF board and has a Harlequin dance floor permanently laid, if you require the dance floor to be taken up then there is a relay charge of £50 +VAT

Motorised Full Drapes

- House Tabs (Burgundy Velour) 1.9m from downstage edge
- Midstage Tabs (Black Wool Serge) 3.9m from downstage edge

PLEASE NOTE:

As we have no grid, we are unable to fly any scenic items or cloths, all cloths need to be rigged via tab tracks and swiped on and off stage. A total of 2 tracks are currently available. Please note these are not permanently rigged. Should these tracks be required we will need instruction and location prior to your show date.

PROMPT CORNER:

Prompt corner is located stage right, all motorised tab controls are located here, complete with live video show relay, and a 4 unit wireless headset system which is linked into our wired system. Please note we **DO NOT** have Q Lights.

STAGE DIMENSIONS:

Stage Dimensions: (No Rake)

Proscenium Width -	13.9m
Proscenium Height -	6m
Depth Total -	7.6m
Depth behind Iron line -	6m
Depth of forestage -	1.2m
Grid Height -	7.5m

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Rigging Specifications

As the Embassy Theatre has no Grid, all onstage facilities are either “dead Fixed” or rigged via a combination of Manual and Electric chain hoists.

F.O.H Rigging

2 x 12m Prolite Trusses / Manual Chain Hoists (Embassy House Rig) 500kg UDL

Please note our LX 1 truss cannot be used for touring productions equipment as this remains permanently populated.

1 x 12m Prolite Truss / Electric Motor (Touring LX1) 500kg UDL

4 x Dead fixed LX bars (Embassy House Rig)

Onstage Rigging

2x 12m Trusses / 1 x Upstage / 1 x Downstage (embassy House Rig) 500kg UDL

2 x 12m Trusses / 1 x Upstage Electric Motor / 1 x Midstage Chain Hoist (Touring) 500kg UDL

Additional Chain Hoists are available however the venue does not carry any additional Truss

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Lighting Specifications

The Embassy lighting rig has been upgraded to LED in order to be a more efficient lighting system. In addition to this a selection of tungsten fixtures are still available. Our rig remains permanently rigged, these can be removed subject to prior notice.

Lighting Control

Avolites Tiger Touch 2. Desk located at the rear of the auditorium, complete with 8 DMX lines to stage, and 1 x Artnet Node.

72 x Chilli dimmers are located in the Dock area, supplying Dimmed circuits throughout

F.O.H Lighting

5 x ETC Source 4 zoom profile spots.
8 x 750w Source 4 Pars
4 x Chauvet Q-Wash 560z Moving RGBAW LED
4 x Elation Spots 5r Pro.
14 x P64 Cans (House Lights)
4 x Chauvet Par Quad 18 RGBA

Onstage Lighting

4x Chauvet Par Quad 18 RGBA
6 x Elation Beam 5r.
4 x ETC Source 4 Junior
8 x Chauvet Colorado Tour LED Parcans (rigged on upstage and downstage booms)
4 x Chauvet Q-Wash 560z Moving RGBAW LED

DMX: 8 x DMX Lines from FOH control to stage right.

CAT5: 4 x CAT5 lines from FOH control to stage right

(1 x line for in house Intelligent Fixtures)

(1 x line for in house Dimmers)

(1 x line for in house Maverick MK1's)

Technical Specification

Follow Spots / Locations

Follow Spots:

2 x Robert Juliat Manon 1200w Follow spots located either side of the control room, complete with comms and infrared sights.

Additional locations are available with given notice

FOLLOW SPOT POSITIONS

The follow spots are positioned left and right of centre, however these are considered to be “Front on” spots.

Power Supplies

ALL LOCATED STAGE RIGHT WING

- 1 x 200A T.P.N 3 Phase via lugs (prior notice required)
- 2 x 63A T.P.N 3 Phase Ceeform
- 1 x 32A T.P.N 3 Phase Ceeform
- 1 x 63A S.P.N Single Phase Ceeform (can be extended to stage left)
- 1 x 32A S.P.N Single Phase Ceeform

A selection of 13amp sockets are positioned around the stage, please note these sockets are NOT RCD protected. Therefore we request that all equipment plugged into these sockets require their own RCD protection and carry test certification. These sockets are clearly labelled with the wording **NO RCD**

All external power distribution units brought into the building must be tested, comply with the new electrical regulations and clearly identified with its current test date label.

Power lock tails for the 200amp feed are available at an additional cost, as these need to be hired in.

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Sound Installation

K- Array sound system, controlled via a Digico SD9 sound console. Providing outstanding clarity and quality throughout the auditorium. Our permanently rigged PA system comprises of a main auditorium left and right speaker array, floor level Subs and front fill speakers located under our forestage. Our main mixer position is located at the rear of the auditorium, please note this is in an enclosed booth.

****** Please note our Line Array cannot be removed******

The system comprises of the following:

- Digico SD9 desk including 1 x D Rack configuration, located stage right.
- 1 x D Rack portable to be positioned where required.
- 12 x Sennheiser ew300 G3 Receivers. **
- 8 x Headset microphones. **
- 4 x Independent handheld microphones. **
- Limited assortment of microphones suitable for most applications.
- 4 x GAE Stage Wedges.
- Selection of stage boxes and multicores for stage use.

Please note the above equipment, including the main system is subject to additional hire charges.

*** Supplementary battery charge required for multiple shows*

RADIO MICROPHONE FREQUENCIES

The following Radio Microphones have dedicated licences based on the following frequencies. These are Channel 38

Radio Microphone	Frequency -MHz
1. Sennheiser Headset Microphone	614.500MHz
2. Sennheiser Headset Microphone	616.500MHz
3. Sennheiser Headset Microphone	617.500MHz
4. Sennheiser Headset Microphone	623.500MHz
5. Sennheiser Headset Microphone	622.500MHz
6. Sennheiser Headset Microphone	615.500MHz
7. Sennheiser Headset Microphone	618.500MHz
8. Sennheiser Headset Microphone	633.500MHz
9. Sennheiser Handheld Microphone	648.000MHz
10. Sennheiser Handheld Microphone	643.500MHz
11. Sennheiser Handheld Microphone	647.000MHz
12. Sennheiser Handheld Microphone	646.500MHz

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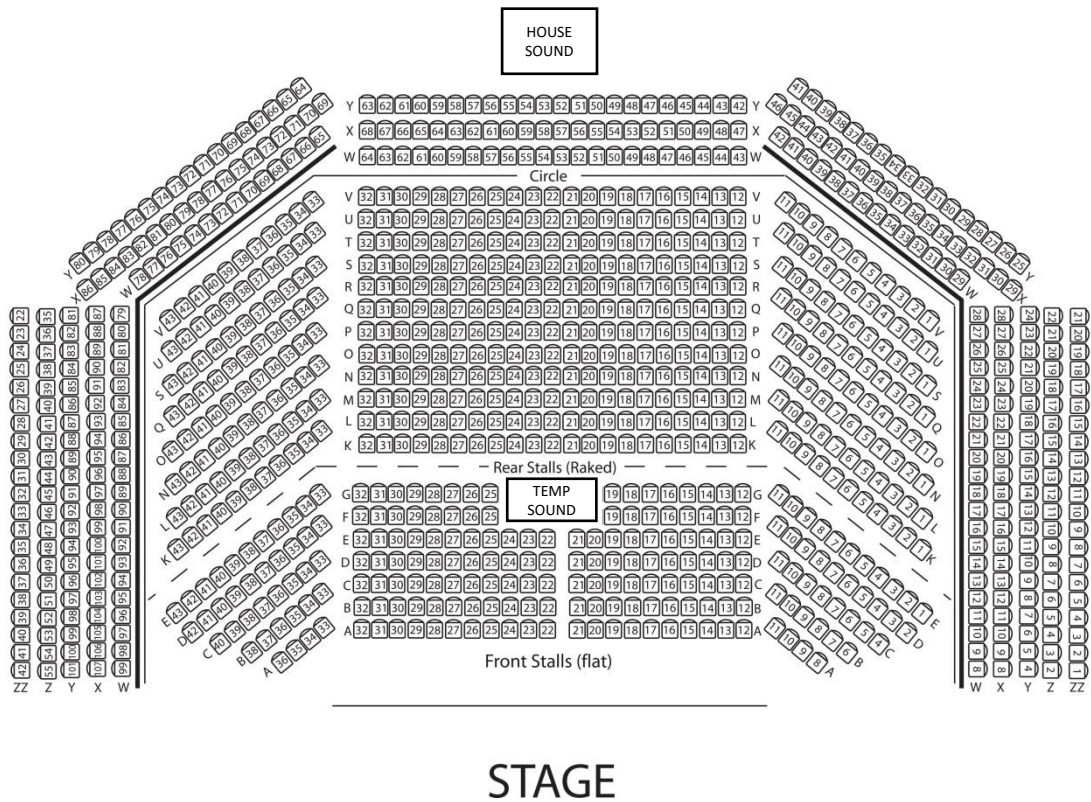
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Sound Mixer Positions

Fixed and temporary

Our main mixer position is located at the rear of the auditorium (in booth) however a second touring position is available subject to prior notice and reduction in seating capacity sales. Please allow 60m of multicore to reach our temporary sound position. Please also ensure any FOH multicores DO NOT hinder the decent of our Fire Curtain.



Please note: if the touring sound position is required a number of seats will be taken off sale for your production, thus reducing the gross capacity

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Digital Projection System

In November 2020 Magna Vitae invested in a state of the art Digital Projection system enabling the venue to offer full digital screenings. The versatility of the system allows us to provide multi-format digital screening options. Also included in this system is a Dolby 5.1 surround system and Satellite connectivity for live streaming events. All equipment is available at an additional cost. Please contact the Technical Operations Manager for costings and further information.

EQUIPMENT SPECIFICATION

- Barco Digital Cinema Projector DP2k-6E 4800 lumens (including Long throw lens)
- Dolby Cinema Processor CP950
- QSC Cinema Speaker System
- Kelonik KCSSR-28-N Surround Speakers
- Lansat SAT-120 / Pulsat Sat Receiver
- Blue Stream HEX100CS-KIT
- Blue Stream MFP62 Multi Format presentation Switch
- Vario64 Front Projection Screen 7.2m x 3.1m

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Additional Equipment

Available to hire

In addition to the equipment specified in the venue hire, listed below is a current list of additional available equipment for you to hire.

Please note external equipment can be sourced at additional costs to yourself or production.

- Prolyte Lite-deck / Staging (various heights available)
- Radio Microphones
- Instrument Microphones
- Additional Lighting
- Haze Machines
- Pyrotechnic controller and pods
- Steinway Grand Piano

Additional services and charges – all prices exclude VAT and will be deducted from the final settlement figure.

	As of March 1 st 2024
Stage Technician	£25 per hr
Cinema Projector and screen	£200.00 per day
Piano Tuning	£75.00
Le Maitre Haze Machine	£15 per day
Pyrotechnics 6-way system	£15 per day
Radio Microphones (lapel/headset or Handheld)	£10.00
Production Lighting design and operation	£350.00 per production
Mac Book Pro c/w Qlab	£60.00
Illuminated Treads 2m x 1.2m x 800mm	£50.00 per pair
Chauvet Geyser Coloured Smoke Jets	£15.00 each
PA – Left and Right tie in	£85.00
PA – Full use of house system PLEASE NOTE THIS DOES NOT INCLUDE AN OPERATOR	£300.00
Silver Festoon Cloth 12m x 6m	£50.00 per day
Follow Spots (Stand alone)	£30.00 each
Follow Spot c/w Operator	£100.00 each

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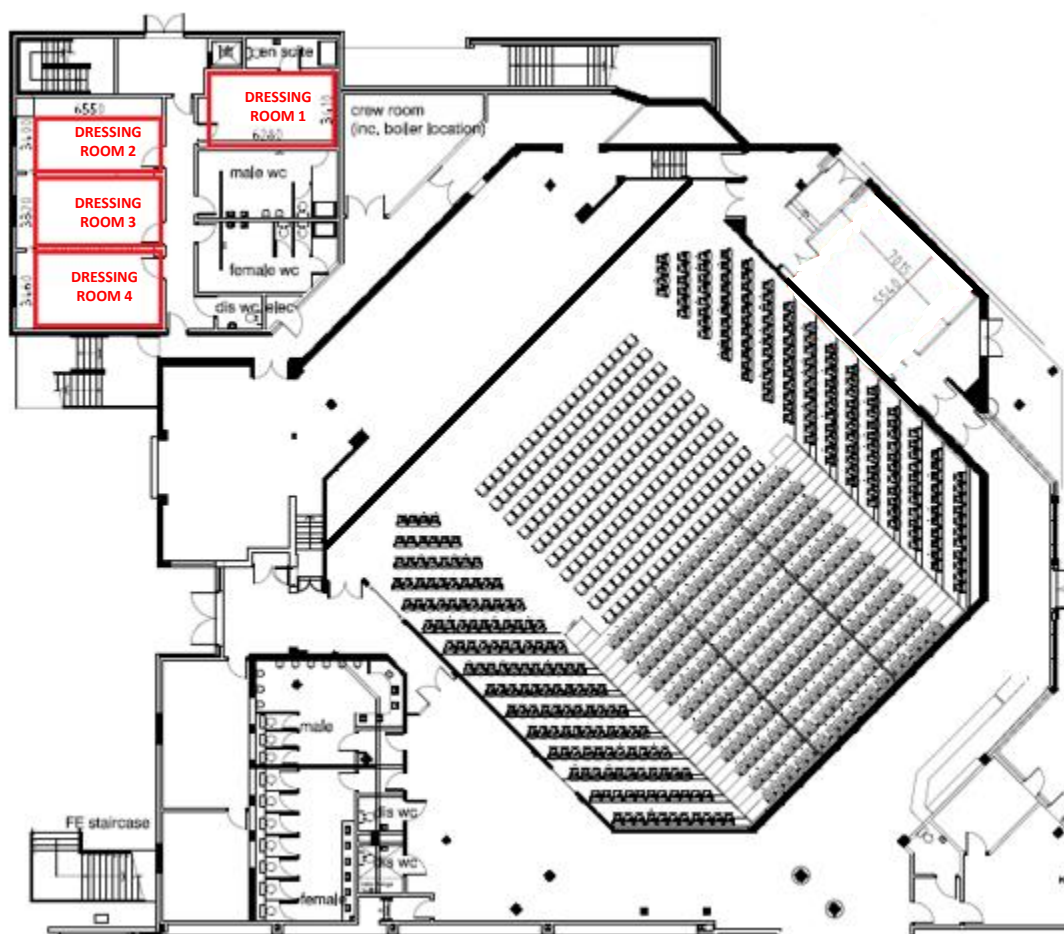
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General Information

Dressing Rooms

4 in Total

The dressing rooms are adjacent to the main auditorium and are multifunctional and can be used as meeting rooms or for conference administration. The dressing rooms include TV monitors, and show relay.



Dressing rooms 2,3,4 can be combined to create one large space, this is achieved by the removal of a temporary wall

Wardrobe facilities are available in dressing 4 which include, washing machine, tumble dryer, iron and ironing board.

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Technical Drawings and Floor Plans

All attached drawings in this document are available in DWG/PDF format. Please contact the Technical Operations Manager for the appropriate drawings and file type.

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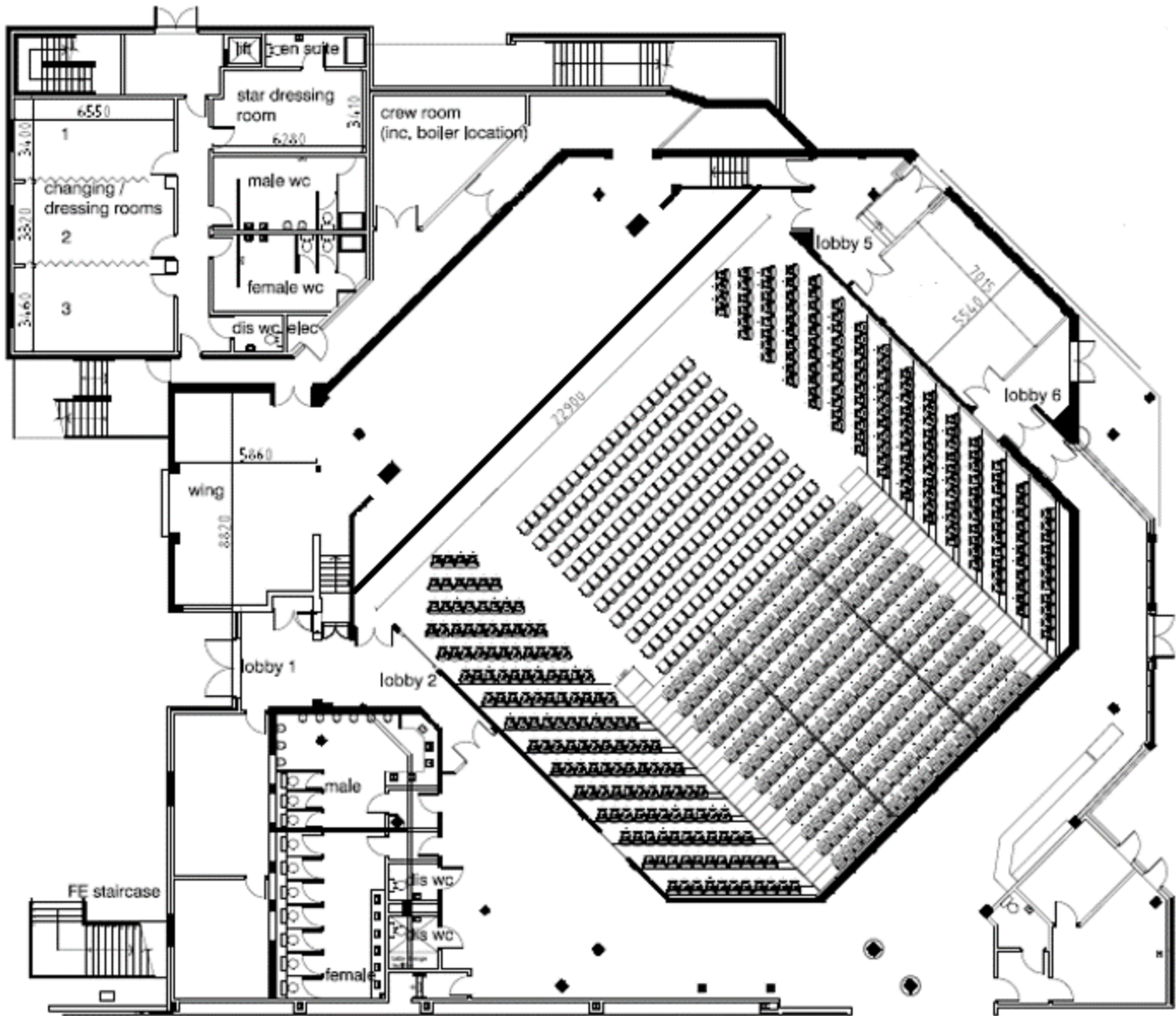
- Floor Plan
- Seating Configurations
- Stage Dimensions
- Rigging Locations
- Stage Plan – Isometric View

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Floor plan Full Seating

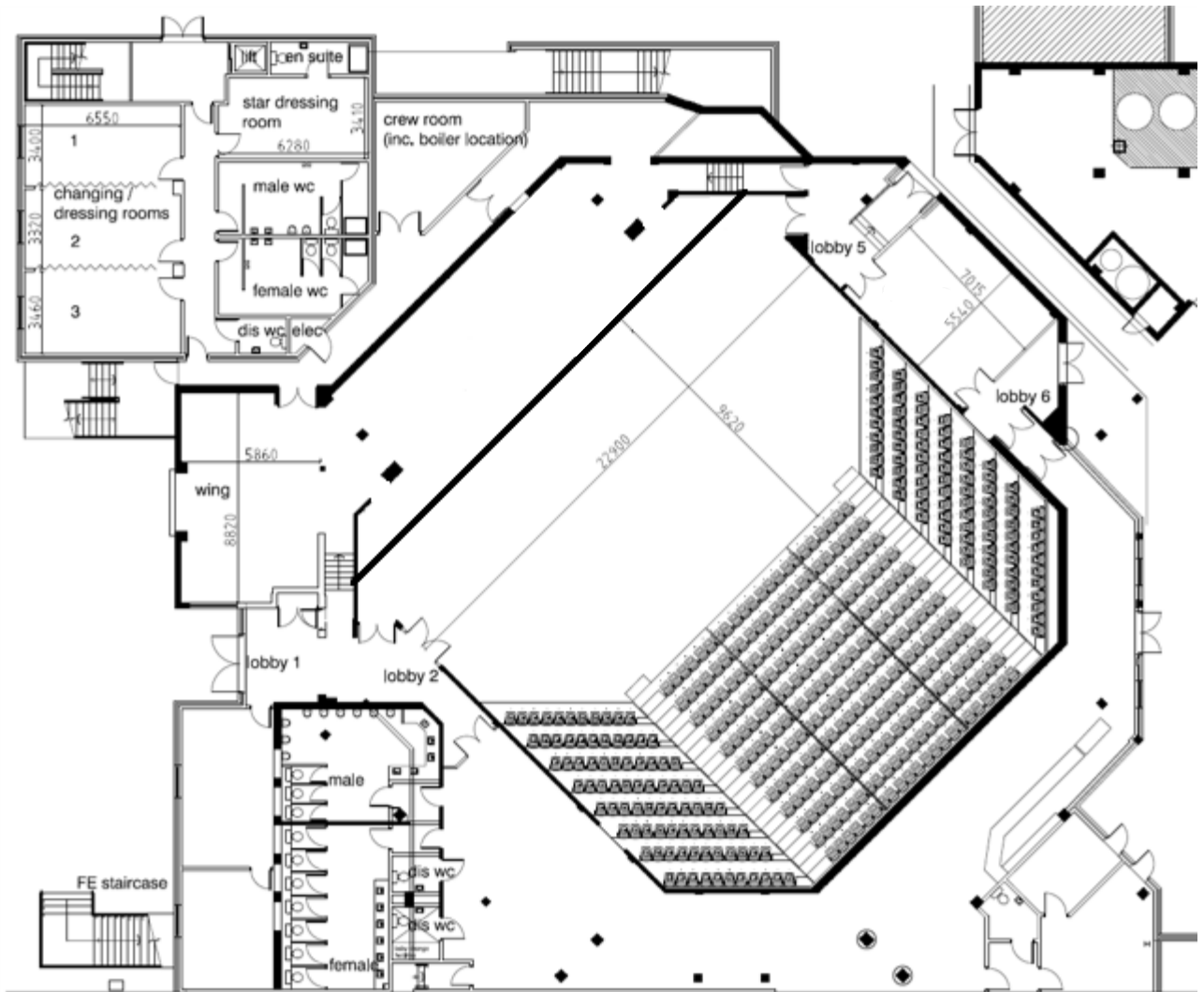


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Floor plan Half Seating

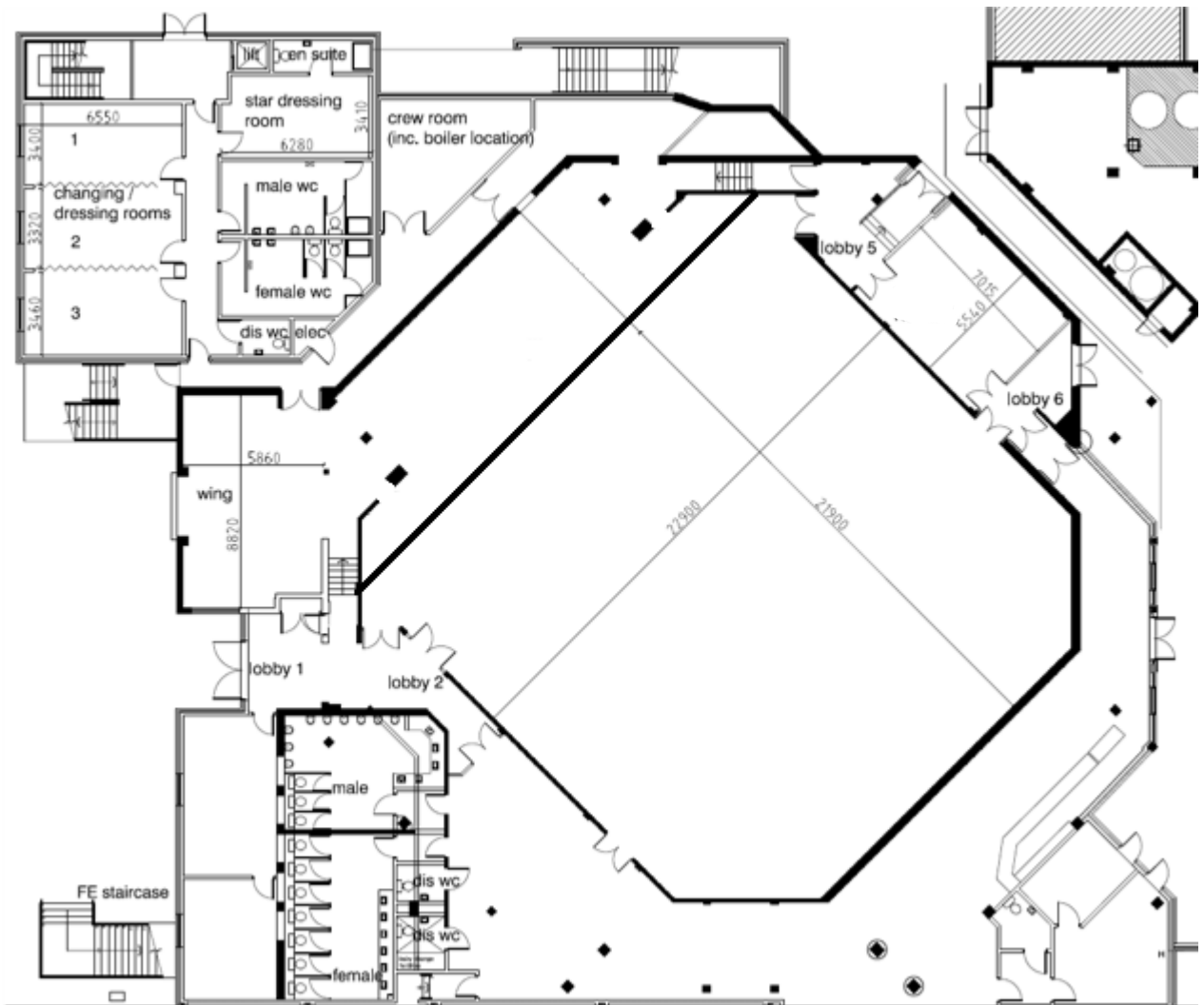


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Technical Specification

Floor plan
No Seating



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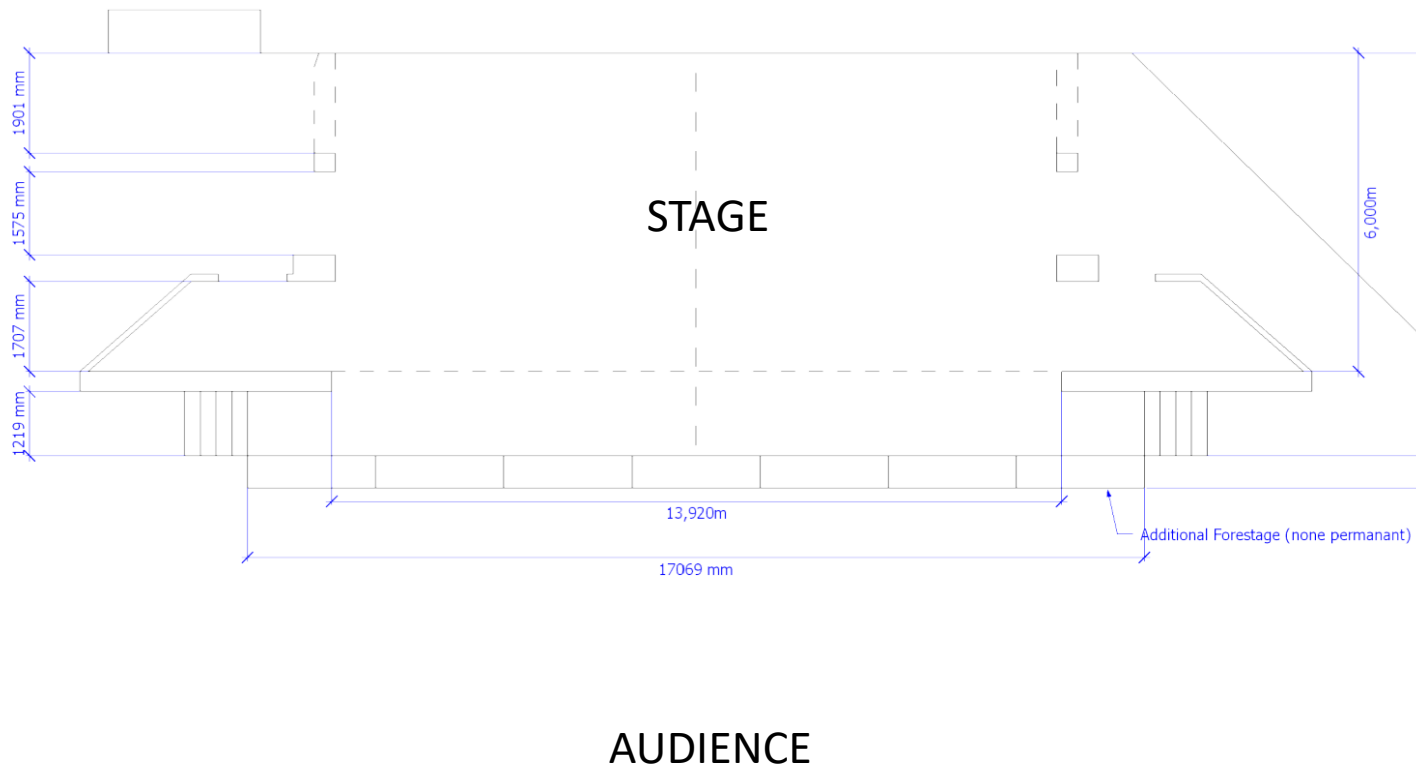
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Stage Dimensions

- Width: 13.6m
- Depth to Iron Line 6m
- Total Depth 7.6m
- Height to Grid 7.5m
- Working Height 6m (adjustable)
- Stage Height 825mm (from auditorium floor)

PLEASE NOTE OUR STAGE IS NOT RAKED.

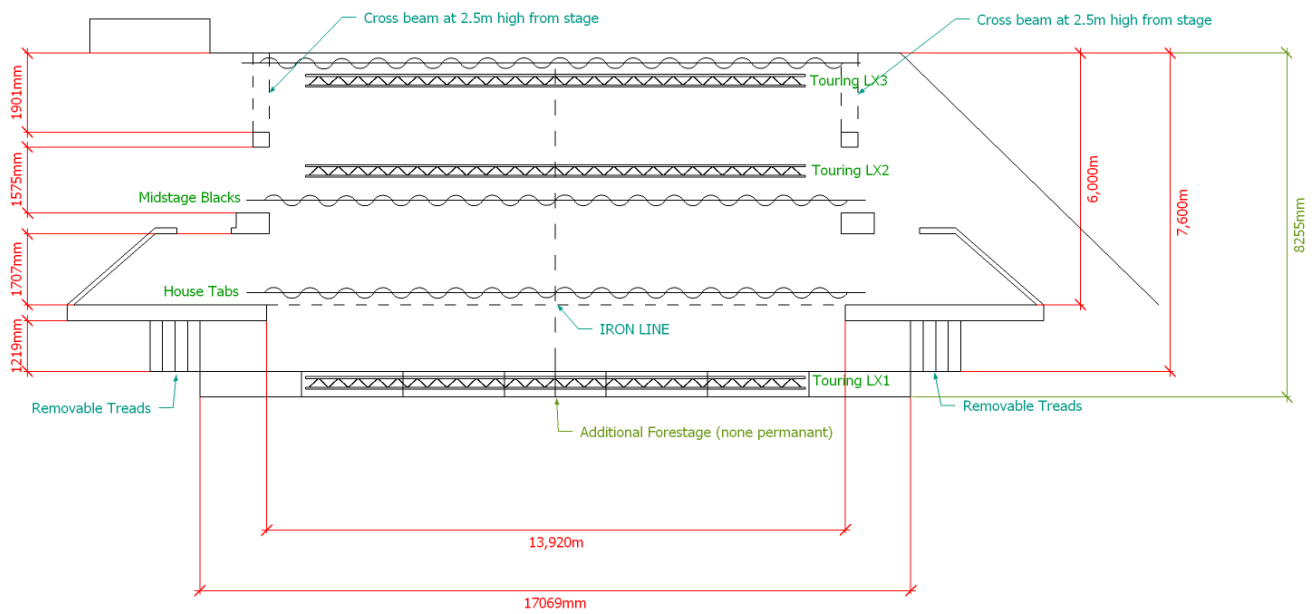


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Rigging Locations



MAGNA VITAE

A stylized graphic element consisting of a single continuous magenta line that forms a shape resembling a person with arms raised or a plant with leaves, positioned to the right of the word 'MAGNA'.

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