



TECHNICAL QUESTIONNAIRE

Please complete and return 1 month prior to your booking to
communications@winnipegcontemporarydancers.ca

telephone enquiries (204) 452-0229

**The information that you provide here will help to ensure that needs specific
to your rental are met.**

CONTACT INFORMATION

Show / Title _____

Company / Group _____

Rental Dates _____

Company address (for a rental agreement) _____

City _____ Province _____ Postal Code _____

Contact Person _____

Email: _____ phone: _____

PRODUCTION INFORMATION

Please provide a brief description of your event / production / activity for our staff:

For Performances:

Total Running Time: _____

Stage Manager: _____

Number of performers: _____

Will you have an intermission: Yes No

Do you have an ASM: Yes No

Will your ASM require to be on headset: Yes No

**Renters are required to provide a production schedule. A production schedule
includes rehearsal, technical, and performance itineraries, including access times,
load in, strike, and load out.**



For all theatre rentals, it is mandatory that a Venue Technician appointed by WCD be present. The VT is also required to be present for Strike / Clean Up to restore any technical elements at the end of your rental period.

SET

Are you loading in a set?

Please describe below and attach a ground plan of your set, if applicable.

Will you be changing our standard masking layout? Yes No

Please note: changes to masking require ONE WEEK notice

LIGHTING

Will you be using our house plot? Yes No

If NO, a lighting plot will be required AT LEAST one week prior to the start of your rental period. Any lights you add must be struck and the original house plot restored prior to the end of your rental period.

Will you be bringing in additional lighting equipment? Yes No

SOUND

Will you be using our sound system? Yes No

What media (source material) will you be using for sound? _____

Do you require any microphones? Yes No

Will you be bringing any additional sound equipment? Yes No

Does your performance include or feature live music? Yes No

If YES, what instruments? please provide a list of instruments

If YES, will they be mic'd? Yes No

Will you be making an audio recording?



VIDEO

Will you be using our projector? Yes No

Will you be bringing any additional video equipment and/or projector(s)? Yes No

What source is video on (computer, etc.)? _____

Will you be making a video recording? Yes No

DANCE FLOOR

Will you require the dance floor to be removed? Yes No

Please note: **If YES**, extra costs apply for Marley overlay removal and restore.

The Rachel Browne Theatre is optimized for modern dance. Preserving the Marley floor covering is a primary concern.

Outdoor shoes are not permitted in the dance studio. All street shoes **MUST** be removed and left at the door. Soft-soled, non-marking, clean dance shoes or footwear are allowed on the dance floor. Please note: no tap shoes, rosin, baby powder, flamenco shoes, body oils, lotions, or sharp-edged shoes are permitted to be used on the dance floor.

WARNINGS

Does your event require any special warning(s)? Examples of special warnings include (but are not limited to: strobe lights, coarse language, nudity, strong scents, 18+ adult content, etc. YES NO

If YES, please note below: