

# CHAPEL OFF CHAPEL

## THE CHAPEL

### VENUE & SAFETY INFORMATION

The Chapel is a heritage listed church that has been converted into a theatre; the stage is flat to the floor with a raked seating bank.

#### SEATING

The Chapel has a standard capacity of 240 seats. The seating bank can be set between 169 and 240: all seating configurations must consist of one row on the floor level.

#### SEATING CONFIGURATIONS

Capacity	Stage Depth
169 – 10 rows of 15 & 1 row of 19	10.6 metres
188 – 10 rows of 15 & 2 rows of 19	9.7 metres
207 – 10 rows of 15 & 3 rows of 19	8.9 metres
240 – 10 rows of 15, 4 rows of 19 and 1 row 14	8 metres

#### VENUE DIMENSIONS

Width Wall-to-Wall: 12 metres  
Depth Wall-to-Wall: 21 metres  
Grid Height: 5.7 metres  
Roof Beam Height: 5 metres

#### THEATRE ACCESS

Bump in access to The Chapel can be made through either the portico door on stage or the foyer. Bumping in through the foyer will need to be coordinated before the day of bump in to make sure there are no activities in the foyer that will disrupt your bump-in – access through the foyer is flat to the floor. Access through the portico door is through two small double doors. Between the double doors there are seven steps and a 90° turn.

#### EMERGENCY EXITS

There are three emergency exits in The Chapel – they are located at both ends of the venue and marked on all technical drawings. These exits are down both sides of the seating bank and the stage right/OP portico. All exits must be kept clear at all times. No set, props or costumes can be stored in any exits. All emergency exits must have a minimum clearance of 1.2m – this includes across the front of the seating bank. See document 11) The Chapel - Isometric drawing for the marked-out area.

#### STAGE FLOOR

The stage floor is made up of tongue and groove timber overlaid with masonite and is painted black. The stage cannot be painted or screwed into. Any damage to the floor will be charged accordingly.

#### LIGHTING GRID

The Chapel lighting grid consists of seven motorised lighting bars that can be lowered to the floor for rigging purposes. Access to the lighting bars can also be made by the venues EWP. Hirers must have a valid EWP licence to use this platform. The Chapel has a standard lighting rig. This lighting rig must be returned back to standard during the bump out – if not, additional technical staff will be used to do so at the cost of the Hirer.

## **SOUND SYSTEM**

The Chapel PA system uses Coda Audio for the left, right, delays and infill which includes 4 x LA4 modules and 1 x LA4 Sub flown per side, with 2 x APV8V2 infill on stage level as well as an additional 4 x D5 cubes for delay. The system also has a flown Meyer UPJ for the centre fill. The result is a highly efficient array system capable of very high output for its size.

## **TECHNICAL STAFF**

Hirers are required to have a minimum of one Chapel technician for the first full day of the bump in and the entirety of the bump out. Venue staff may also be charged to the Hirer to open or close the building anytime that falls outside of standard business hours on a non-show day e.g. additional bump in days and rehearsals. The cost of this can be found in document 12 (Additional Technical Costs) of your hire pack.

Additional Chapel technical staff can be hired through Chapel Off Chapel to assist with bumping in, programming, operating and bumping out of technical equipment. This will need to be organized six weeks before the day of your bump in. It will be the Head of Technical Production's call if a show requires more staff for the bump in, bump out and show operations.

## **HIRER'S TECHNICAL STAFF**

Hirers have the ability to provide their own technical crew to operate equipment during performances and assist with bump in and out. The Head of Technical Production will need to approve this before the commencement of the bump in. If there is no Chapel technician involved in the performance, the Hirer will need to nominate one of their own crew to be the Supervising Technician. This person will be responsible for communicating with the Front of House Supervisor and will be required to wear a front of house radio during the entirety of the performance.

## **BUMP-OUT**

All equipment, rubbish and unrelated items must be removed from the theatre at the end of the bump out. Chapel Off Chapel has no storage space – anything left at the venue for more than half a day will be charged a rental fee. Limited rubbish may be emptied into the theatre bins, however over usage will incur pickup charges.

## **DRESSING ROOMS**

The dressing rooms are located on the second floor behind the seating bank. Access from the stage to the dressing rooms is down the sides of the seating bank and up a flight of stairs. There is also lift access. The large dressing room seats 12 and the smaller dressing room seats five. There is one toilet and one shower on the dressing room floor as well as a fully accessible toilet/shower.

***Any valuables left in the dressing rooms are at your own risk; Chapel Off Chapel takes no responsibility for any lost items.***

## **FOOTWEAR**

All members of the production company must wear suitable footwear at all times in the theatre. Bare feet, thongs, high heels and any slip-on footwear are not permitted unless they are part of a costume, and this is only permitted during performances and must be listed in the Risk Assessment.

## **TESTING AND TAGGING**

All Portable electrical equipment provided by the venue is tested and tagged according to AS/NZS3760 Australian Standard. All portable electrical equipment brought into the venue must be tested and tagged to this Australian Standard. Equipment can be tagged onsite but will be charged at \$8 per tag.

## **RIGGING**

Any item that is rigged overhead being over the stage or auditorium will need to be approved by the Head of Technical Production before bump-in commences. If required and after discussion with the hirer, a licensed rigger will be employed to carry out the work at the cost of the Hirer.

## **FIRE/NAKED FLAME/SMOKING**

There are to be no naked flames, pyrotechnics, fire, smoking or vaping in the venue.

**Any charges arising from false alarms, including the cost of Fire Brigade attendance are the responsibility of the Hirer**

## **NOISE LEVELS**

Chapel Off Chapel maintains a policy of limiting audio output from the audio systems as well as any device or machine, to 92dB (SPL, A-weighted for up to 60 minutes).

Chapel Off Chapel reserves the right to stop any performance that does not comply with the Code of Practice for Noise Management.