



The Great Hall

Technical Specification

Please ensure that the relevant pages of this document are sent to your production staff, at the earliest opportunity – failure to do so may result in your company incurring unnecessary costs.

VENUE CAPACITY

539 for a full auditorium seated event and 390 in reduced seating format.
These capacities MUST include the guest list.

DRESSING ROOMS

All dressing rooms have 2 Toilets and 1 Shower Room .

| Room Number | Usual Capacity | Facilities |
|----------------------------|----------------|----------------------|
| Ground Floor Dressing Room | 10 | Toilets x 2 & Shower |
| First Floor Dressing Room | 10 | Toilets x 2 & Shower |
| Green Room | 30 | Various soft seating |
| Total Capacity | 50 | |

For Further information contact: Jack Ring, Venue Manager.
Tel: 01227 763231 Ext:3068 jringl@kentcollege.co.uk
<https://kentcollege.com/venue-hire>

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WARDROBE

- 1 x steam iron and ironing board.

STAGE EQUIPMENT

Flying

- House tabs, Red Velour, Rope Operated from DSL.
- 8 Single- line “**hempex**” hand rope sets direct pull, using grade one manila 18mm rope, with cleat rail on SL fly floor (*30kg max evenly distributed*)
- 1 Tabs track - (30kg SWL)
- 9 x IWB lighting bars on Electric Motor Control. SWL 500kg each on bar excluding Bars 3 & 6
- Bar 3 - Projection Screen Fixed to Bar MS - Non-Removable

Stage

- The stage is wooden, NO screwing into the stage floor.
- Stage rake is Flat.
- 10 stage weights, square.

A small stock of sundries, such as screws, bolts etc. are available; consumables used and any equipment borrowed and not returned, will be recharged to the Visiting Manager.

Get-in

The Stage Door and Loading Bay are located to the rear of the building. All company and crew members must access the building via the Stage Door.

The Load-in is at the side of the building and can accommodate vehicles up to 40 ft in length. The doors lead straight into the Scene Store at the Rear of the Stage.

Our Loading Bay door measurements are: Width: 1.9m x Height: 2.35m.

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MASKING

- 5x Black wool serge borders approx 1.5m drop x 11m wide please note 3 of these are directly downstage of LX bars
- 1x Black wool cloth 11m wide x 7m drop - This Cloth can be moved but a £20 + VAT recharge will be incurred.

DECK

- 20x CPS QuickStage 6ft x 3ft
- 80 x 2 ft Legs
- 2 x Treads

ACCESS EQUIPMENT

- 1x 14 rung Zarges 3 section ladder

POWER

- 1x 63A 1 phase supply - Backstage Corridor SR Side **Ceeform**
- NOTE: Touring PA normally Ground stacked.
- Touring companies must supply distro. None at the venue.

COMMUNICATION

- Headset system - 6 Wired Comms Packs
- Backstage show call/relay: Loudspeakers *outside* all dressing rooms.

OTHER

- 1x Yamaha C5 (cost is incurred for re-tuning)

DANCE FLOOR

6m wide x 3m deep

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LIGHTING EQUIPMENT

Control: Zero88 FLX24

Dimmers: 6x Zero88 Chili 24 Dimmers 2kw/10amp per channel fixed hard wired.

Luminaries:

- 16 x ETC Source 4
- 10x Chauvet Colorado Solo 3
- 4x Chauvet Ovation C-805FC
- 6x Cantana 1kw

FOH PA

- 4 x Turbosound NUQ-102an
- 2 x Turbosound Active Wedge Monitors - **Please request in advance.**

SOUND EQUIPMENT

- 1x Allen & Heath SQ7
- 1x Denon Blu-Ray Player
- 1x Apple Mac
- 2x Tall boom stands
- 1x 16in/8out Allen & Heath AB168 Stagebox - Positioned DSR
- 2 x Shure SM58 Lead Mics

INCLUDED IN HIRE

- 1 x Technician for duration of hire
- 2 x Bar staff for Performances
- 1 x Parking attendant

AVAILABLE TO HIRE

- 2x Sennheiser G4 Handhelds

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IMPORTANT VENUE POLICIES

FOOD & DRINK

Please do not bring chewing gum into the Theatre.
Red Wine is not permitted inside the Auditorium.

ACCESS

Please ask any visitors to go to the stage door, where a pass will be provided to the company on arrival.

PERFORMANCES & REHEARSALS

Anyone wishing to see a performance from FOH must first obtain a valid ticket, either directly from the box office or via the visiting company's manager.
Members of a visiting company, who wish to watch rehearsals, may do so from the balcony area only – the rest of the public areas are closed.

CHILDREN

All children must be under constant adult supervision, either by parents or by local authority approved chaperones. **NO ALCOHOL IS PERMITTED BACKSTAGE WHEN CHILDREN ARE PRESENT.**

SAFETY

A Theatre Risk assessment and safety and evacuation information are available on request. The visiting manager is responsible for the safety and safe use of their equipment in the theatre. The visiting manager is responsible for any accidents or injuries arising from the removal or alteration of any safety device.

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EQUIPMENT

Theatre equipment is available for use by visiting companies in its supplied condition – it should not be misused, cut, altered or otherwise modified. Please report any damaged or unserviceable equipment to the Venue Manager or their deputies.

ELECTRICITY

Unauthorized persons must not open, tamper with or attempt to repair, modify or otherwise interfere with any electrical equipment. Connection of equipment to the theatres electrical system (other by means of a plug and socket) must be carried out by the Venue only.

DAMAGE

All charges for repairs to the theatre property damaged by the visiting manager's employees, agents, and associates, will be recharged to the visiting manager.

PYROTECHNICS, SMOKE, FLAMES & LASERS

We require at least 48 hours' notice of the proposed use of smoke, dry ice and haze.

We require 6 weeks' notice for any of the following effects:

Cigars, cigarettes candles, naked flame , matches, pyrotechnics and lasers.

Pyrotechnics of any description or lasers shall not be used or introduced until a formal request has been submitted and accepted, to include:

- Full risk assessment
- Pyrotechnic technical information sheet for each type used
- Method of ignition i.e. igniter UN No 0454. These require .5 amps which require a branded control box.
- Technical information sheet from the fireproofing product(s) used on your set

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All Hot Pyrotechnics, flames etc. must be set within safety distances designated by the Pyrotechnics manufacturer.

Once this has been accepted all pyrotechnics shall be safely stored below sub-stage in the Theatre's dedicated store (or suitable safe area) and each pyrotechnic used shall be signed out before use.

Please note the Licensing Authorities word is final.

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LOADING



STAGE DIMENSIONS

| | |
|-------------------------------|-------|
| Proscenium Height | 5.7m |
| Stage Width | 10m |
| Stage Depth | 10m |
| Height above auditorium floor | 0.9m |
| Stage to grid | 8m |
| Get-In Door Width | 1.9m |
| Get-In Door Height | 2.35m |
| Get-In Height off Ground | 0m |

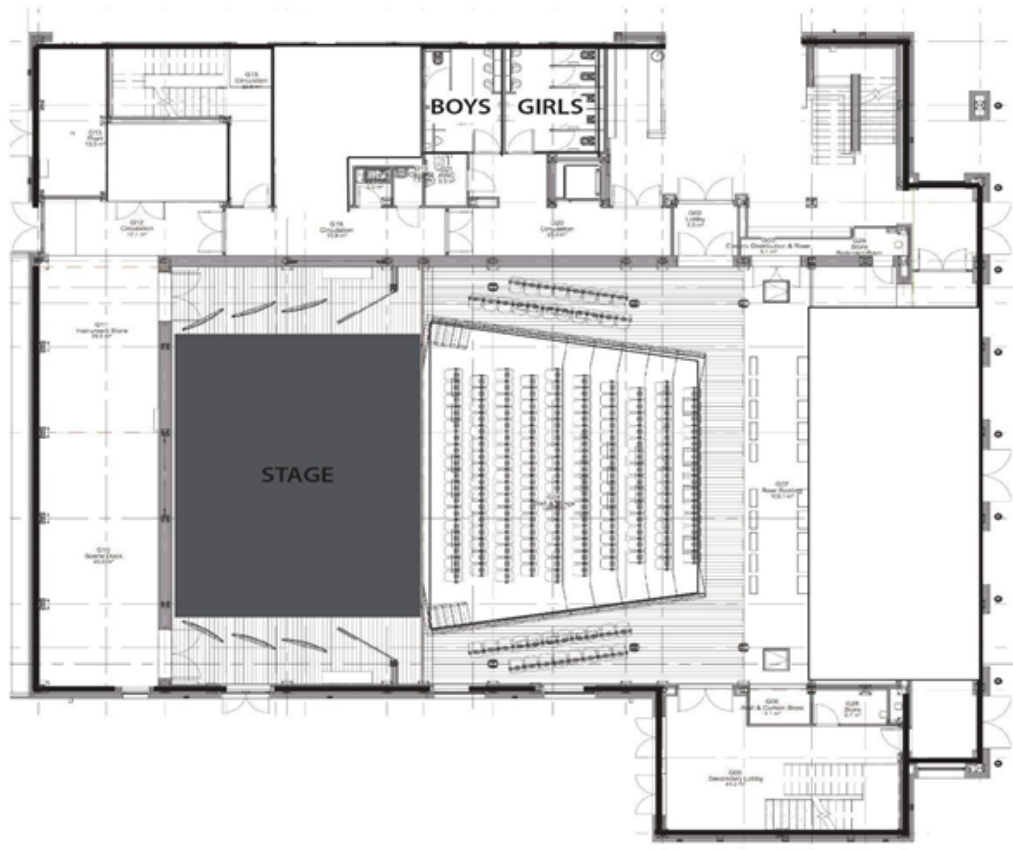
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GREAT HALL - GROUND FLOOR



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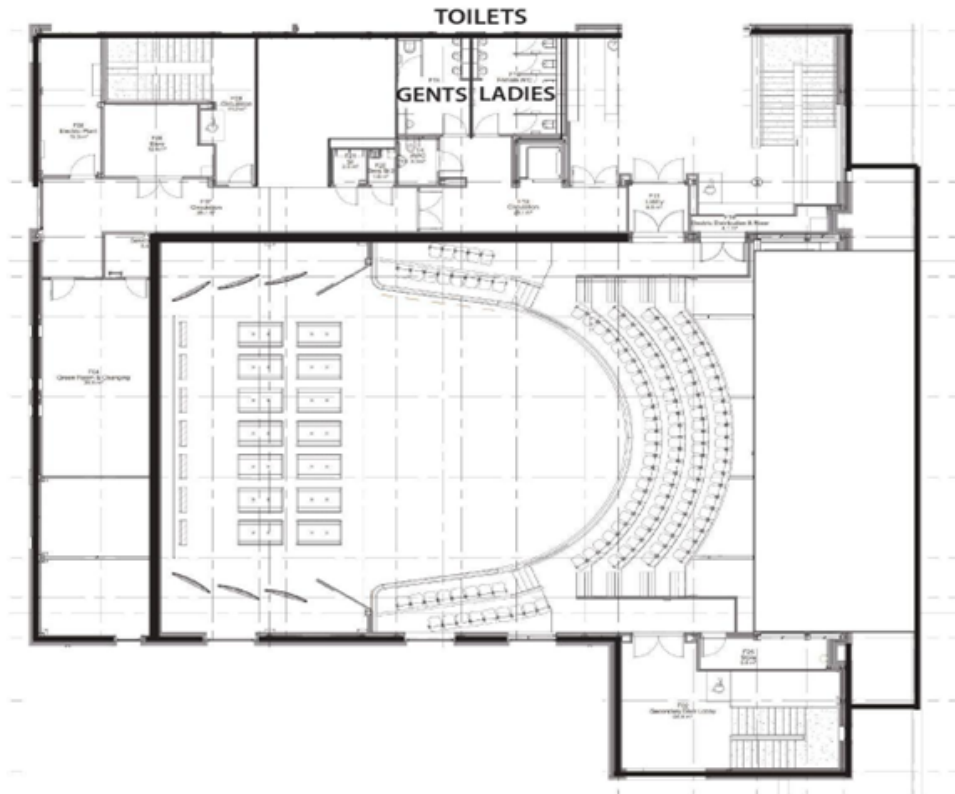
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GREAT HALL - FIRST FLOOR



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| | |
|---------------------------------------|--|
| ADDRESS: | Great Hall, Kent College, Whitstable Rd, Canterbury, Kent, CT2 9DT |
| TELEPHONE: | 01227 763231 ext. 3608 - Venue Manager |
| CONTACT: | Jack Ring - jring@kentcollege.co.uk |
| Rate Card as of September 2023 | |
| PRS | 4.2% of every ticket sold |
| Local crew | £19.00ph (ex VAT) - if required |
| SIA Security | £20ppph (ex VAT) - 1 to 100 Ratio (1 to 200 seated) |
| Rigger | (production to supply) |
| Piano tuning | £65.00 + VAT |
| Towels (laundry) | £1.00per item (ex VAT) - if required (£15 for any losses) |
| Merchandise | 15% commission |

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FIRE

On arrival you will be briefed on our Fire Procedures and will be given a full walk around of the building to highlight all fire exits, extinguishers, call points and evacuation notices.

A complete Risk assessment and related information is available here.

| | |
|---------------------|---|
| Smoking Fine | £1500 smoking fine if an artist or any member of the production team are found smoking or vaping on or backstage. |
|---------------------|---|

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