



Pleasance London Downstairs  
Visiting Company Information Pack  
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Contact List

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## **Front of House**

### **Admin and Code of Conduct**

At the Pleasance, we pride ourselves on being a welcoming and friendly company and will do everything we can to make companies feel looked after.

### **Green Room**

The green room is shared between the StageSpace, Main House and Downstairs, as well as Pleasance staff. It is available for use during your visit with the following facilities:

- Washing machine
- Tumble dryer
- Iron and ironing board
- Small fridge and sink
- Microwave
- Filter coffee machine and kettle

The green room must be kept clean by all who use it. There are plates, bowls, mugs and cutlery for your use but these must be washed up after use. Please label all food in the fridge so we know who it belongs to.

### **Foyer**

Please feel free to use the foyer as an area for quiet socialising and relaxing during the day. We ask that the foyer be free of companies by 6pm for evening shows, or 12pm for matinee shows for use by the public.

### **First Aid**

Please ask a member of Pleasance staff should you require first aid and the designated first aider will be contacted. There are first aid boxes in the Green Room, behind Box Office, at the bar, in the Production Office and in the control position of Downstairs.

### **Technical Staff**

As standard, we provide a Duty Technician. The Duty Technician will power on the space, and give companies an induction to the space as well as answer and assist with any queries however it is important to note that they are responsible for the building as a whole therefore cannot be with you all the time and must not be counted as part of your crew. If required we can book crew who are familiar to the space to be dedicated to your show. Please let the Production Manager know if you require it at your earliest convenience.

### **Toured Equipment**

Any electrical equipment brought with companies must be PAT tested and labelled accordingly with the exception of items that have been bought within a year and this can be proven or it will not be accepted for use in your production. If your equipment is not tested, please liaise with the Production Manager as it may be possible for the venue to do this.

### **Personal Protection Equipment**

The Pleasance has a small store of PPE, so please ask a member of the technical team if you need to borrow any.

## **The Main House**

### **Seating Configuration**

Downstairs has a variety of possible configurations including removing all seating and stage infrastructure to create an open space.

In its default layout in thrust the capacity is **78**. This can be extended by adding in a front row on either side to give a smaller stage but higher capacity of **86**.

The seating is a raked steel deck structure with tip-up bench type seating.

### **House Opening:**

The time the house opens to the public will vary from show to show however we usually open 10 minutes prior to the start of the performance.

### **The Stage**

Downstairs has full perimeter blacks and black hardboard covered stage.

Fixing to the floor and roof beams is kept to a minimum and must be cleared in advance with the Production Manager. The maximum size of fixing is a no. 4 screw.

The venue's primary fire exit is situated at the rear right of the stage - there must be a clear route at all times from the auditorium to the exit door. The emergency sign must not be tampered with and must remain visible at all times.

Stage Depth: 3400mm  
Stage Width: 7000mm  
Reduced Stage Width: 6200mm  
Truss Height: 3160mm  
Lighting bars: 3060mm

### **Get in**

Downstairs is on the ground floor in the car park adjacent to the theatre complex.

There are two doors into the building, which open to create a space of 2060mm (h) x 1170mm (w). Larger set items will not fit into the building!

### **Dressing Room**

There are no dressing facilities in the space, however there is a dressing room off the Pleasance Foyer designated for the space which can comfortably fit 3 people. Please note that this dressing room may be a shared space with other companies and must be respected. We regret that there isn't enough space to store props and set longer than your programmed run so please ensure you plan to take everything away with you after your show.

### **Control Position**

The control position is located at the upper part of the auditorium on the right.

## **Power Distribution**

The building is supplied with 32A 3 phase. This runs into a distro with 6x 16A outputs, 6x 13A outputs and 3x 32A single phase outputs.

There are 2 double sockets on the back wall of the stage for basic stage power.

## **Lighting**

We have a house rig that may be present upon your arrival, this can be changed but it is important that it is returned during the get out. If equipment is not moved back a charge we'll be levied against the visiting company. Any additional equipment can be sub hired in at cost. Any toured equipment must have a valid PAT certificate.

We can offer a pre rig for your show's design however this must be discussed in detail with the Production Manager and crew costs will apply.

The space has an ETC Colorsource 20 Console for control and there are 6-ways of Zero88 dimming. The space doesn't have any conventional fixtures assigned to it, however the theatre as a whole has a large floating lantern stock list which may be available to visiting companies. For any additional LX stock required, it is recommended to talk to the Production Manager as early as possible. The space has 8x BriteQ BT-Theatre 100EC LED fresnels for warm/cold general wash and 6x BriteQ Powerpixel4-RGB for coloured back light. Because of the nature of ModTruss, the building's structure, it is easy and quick to install additional lighting bars.

## **Sound**

The space has a 6 mono / 4 stereo analogue mixing desk, 2x d&b e3s powered by a d&b P1200 and 2x 2&b e4s powered by a d&b D6. There is a minijack connection as standard for laptops/iPods etc, 2 DI boxes available and 2x SM58 microphones with stands. There is also a 4-way XLR loom running to stage.

## **Licensing Requirements**

All scenic elements should be made up from non combustible material and/or inherently flame retardant fabrics. Timber scenery should meet Class 1 when tested in accordance with BS 476 pt. 7.

The Production Manager must be informed at least 28 days prior to the get in of the use of any pyrotechnics, smoke effects, fire effects (including candles) or flying, there will be a test firing required of all pyrotechnic effects.