



PORTLAND '5
NEWMARK
THEATRE

Technical Information

1111 SW Broadway
Antoinette Hatfield Hall
Portland, OR 97205-2913
Main: 503-248-4335
Fax: 503-796-6507

Front of House: eventsFOHadvance@portland5.com

Back of House: production@portland5.com

Please Note

Although every effort has been made to accurately reflect the equipment available, some equipment may not be available at the time of your performance. Changes to lighting, audio, or rigging configuration and use of some equipment may result in additional costs.

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General Information

Address

Newmark Theatre, Antoinette Hatfield Hall*
1111 SW Broadway (between SW Main and SW Madison Streets)
Portland, Oregon 97205-2913

*When sending parcels, please indicate name of the event on the label.

Time Zone

Oregon is in the Pacific Time Zone (UTC/GMT-8) and observes Daylight Savings Time.

Event and Production Services (Back of House and Front of House)

For Back of House, please use: production@portland5.com

For Front of House, please use: eventsFOHadvance@portland5.com

Programming and Booking

Director of Booking and Sales
Heather Wilton
503-274-6568
HeatherWilton@portland5.com

Box Office

Director of Ticket Services
Stephanie Viegas Dias
503-274-6598
StephanieViegasDias@portland5.com

Catering

General Manager, Levy
Dave Woodman
503-731-7952
DWoodman@portland5.com

Area Hotels

The Hotel Zags Portland

515 SW Clay St.
Portland, OR 97201
503-484-1084
thehotelzags.com

The Heathman Hotel

1001 S.W. Broadway Ave.
Portland, OR 97205
503-241-4100 or 800-551-0011
heathmanhotel.com

Hotel Vance

1455 SW Broadway
Portland, OR 97201
503-334-2167
hotelvance.com

Portland Paramount Hotel

808 SW Taylor St.
Portland, OR 97205
503-223-9900
portlandparamount.com

Portland Marriott Downtown Waterfront

1401 SW Naito Pkwy
Portland, OR 97201
503-226-7600
marriott.com

Restaurants

ArtBar and Bistro

located in Antoinette Hatfield Hall
1111 SW Broadway Ave.
Portland, OR 97205
503-432-2905
portland5.com/artbar

Swank Restaurant, Swine Moonshine & Whisky Bar

Located in the Paramount Hotel
808 SW Taylor St.
Portland, OR 97205
503-943-5844
swankandswine.com

Higgins Restaurant

1239 SW Broadway Ave.
Portland, OR 97205
503-222-9070
higginsportland.com

Fogo de Chao Brazilian Steakhouse

930 SW 6th Ave.
Portland, OR 97204
503-241-0900
Fogodechao.com

Travel Directions

From the North (I-5 South or I-84 West): Follow I-5 to the “City Center/Oregon City” exit. Follow “City Center” signs. After crossing the Morrison Bridge, continue on SW Washington five blocks, to SW Broadway. Turn left on Broadway and continue six blocks to SW Main Street. Antoinette Hatfield Hall is on the right side, between SW Main Street and SW Madison Street.

From the South (I-5 North): Follow I-5 to I-405 West. Take the SW Salmon Street exit. Turn right on SW Salmon Street. Continue eight blocks to SW Broadway. Turn right on SW Broadway. Continue one block to SW Main Street. Antoinette Hatfield Hall is on the right side, between SW Main Street and SW Madison Street.

From the East (Highway 26 West or Highway 99 West/McLoughlin Boulevard): Cross the Ross Island Bridge and follow “Highway 26/Naito Parkway” signs. Continue on Highway 26 to SW 6th Avenue. Turn right on SW 6th Avenue. Continue twelve blocks to SW Main Street. Turn left on SW Main Street and continue one block to SW Broadway. Antoinette Hatfield Hall is on the left side, between SW Main Street and SW Madison Street.

From the West (Highway 26 East, “Sunset Highway”): Choose the center lane upon approaching the Vista Ridge Tunnel. Take the “Market Street/City Center” exit after exiting the tunnel (center lane). Continue six blocks to SW Sixth Avenue. Turn left on SW Sixth Avenue. Continue five blocks to SW Main Street. Turn left on SW Main Street. Continue one block to SW Broadway. Turn left on SW Broadway. Antoinette Hatfield Hall is on the right side, between SW Main Street and SW Madison Street.

Parking

Production and Talent Parking: Limited parking spaces for loading/unloading may be coordinated with the Production Department. Portland’s does not have a parking lot or arrangements for reduced parking rates with any surrounding lots. Idling of buses or trucks is prohibited at all times.

Long-Term Truck Parking: Portland traffic regulations prohibit overnight curbside parking. The Production Department can provide information about long-term parking options.

Audience Accessibility

The Newmark Theater is ADA compliant.

Wheelchair accessible seats and platforms are available on each side of the house on the Orchestra level.

Assistive Listening Devices are available from Coat Check for every event.

Audio Description, Captioning and American Sign Language Interpretation are available upon request. Please coordinate with the Box Office.

Emergency Numbers:

ALL EMERGENCIES – 911, OR 9-911 FROM INSIDE LINES

Police and Fire Non-Emergency: 503-823-3333

Ambulance: 911

Hospital Emergency Room

Legacy Good Samaritan Medical Center
1015 NW 22nd Ave
Portland, OR 97210
503-413-7711

Urgent Care Clinic

ZoomCare
202 NW 13th Ave.
503-684-8252
zoomcare.com

Chiropractic Clinic

City Chiropractic
806 SW Broadway Ste 350
Portland, OR 97205
503-224-9513
citychiro.net

Dental Clinic

Emergency Tooth Doctor
1505 SW Broadway
Portland, OR 97201
503-222-0090
emergencytoothdoctor.com

Management

Production Office

A dressing room may be used as a Production Office. Copier, printer and fax machine available downstairs on the first floor, in the Operations Office corridor. Phone and computer lines available in dressing room 21, and control booth at back of house, orchestra level. Wireless internet available on stage, in house and lobby. [Additional costs may apply]

Green Room

Green Room is located one floor above (3rd floor) the stage level with two tables, five extra wide chairs, one couch, padded benches, and kitchenette, accessed by stairs or elevator.

Stage Manager's Console

Portable lectern available as onstage SM console, with 2-channel production intercom and paging microphone. Additional SM position in control booth at back of house, orchestra level, with production intercom, audio monitor, and paging microphone. 4-color rail cue lights, with portable switcher that can be in the booth or backstage.

Rehearsal Room

There is no separate area for Rehearsal at the Newmark. The Brunish Theater on the 4th floor may be rented as an additional Rehearsal space for an extra fee. Inquire with the Booking Department for availability.

Crews

Minimum call for stage crew is four Portland's Department Head Stagehands (Carpentry, Fly, Lighting, and Sound), who must be present for all work on stage, including load-in, rehearsal, performance, and load-out. Department Head and Stagehand break requirements include a 15-minute break (paid) in any call of 2.5 hours or more, and 1-hour meal break (unpaid) or ½-hour meal break (paid, meal provided) no later than five hours into a call. Meals may be staggered by prior arrangement. Please contact the Production Department for additional information. Additional Union Stage Labor available through IATSE Local 28, arranged via the Production Department. Additional Union Stage Labor available through IATSE Local 28, 503-295-2828 or coordinating through Production Department. These labor expenses can be passed through on final settlement.

Stage Accessibility

The stage is wheelchair accessible from the stage door and dressing rooms via elevator. The stage is not wheelchair accessible from the auditorium.

Policies

See Attachment L: Policies

Load-In Area

Location

Dock height loading doors are located on the SW Madison Street side of the building, between SW Park and SW Broadway. Trailer parking is parallel to the loading doors. Due to the slope of the sidewalk and street, the loading dock height relative to the ground is 3'-4" (1.02m) on the Park Avenue side and 3'-10" (1.17m) on the Broadway side.

Dimensions

The loading doors are 9'-4" (2.84m) wide and 9'-1" (2.77m) high, and open onto a scene dock on the SL side of the theater, behind the upstage wall of the stage. The scene dock/storage area is approximately 45' (13.72m) wide and 20' (6.10m) deep. Three inner roll-up doors separating the scene dock area (aka "the Slab") from the stage are 10' (3.05m) W x 26' (7.92m) H; 13' (3.96m) W x 28' (8.53m) H; and 12'-8" (3.86m) W x 26' (7.92m) H.

Approximately 70' (21m) push from dock to CS.

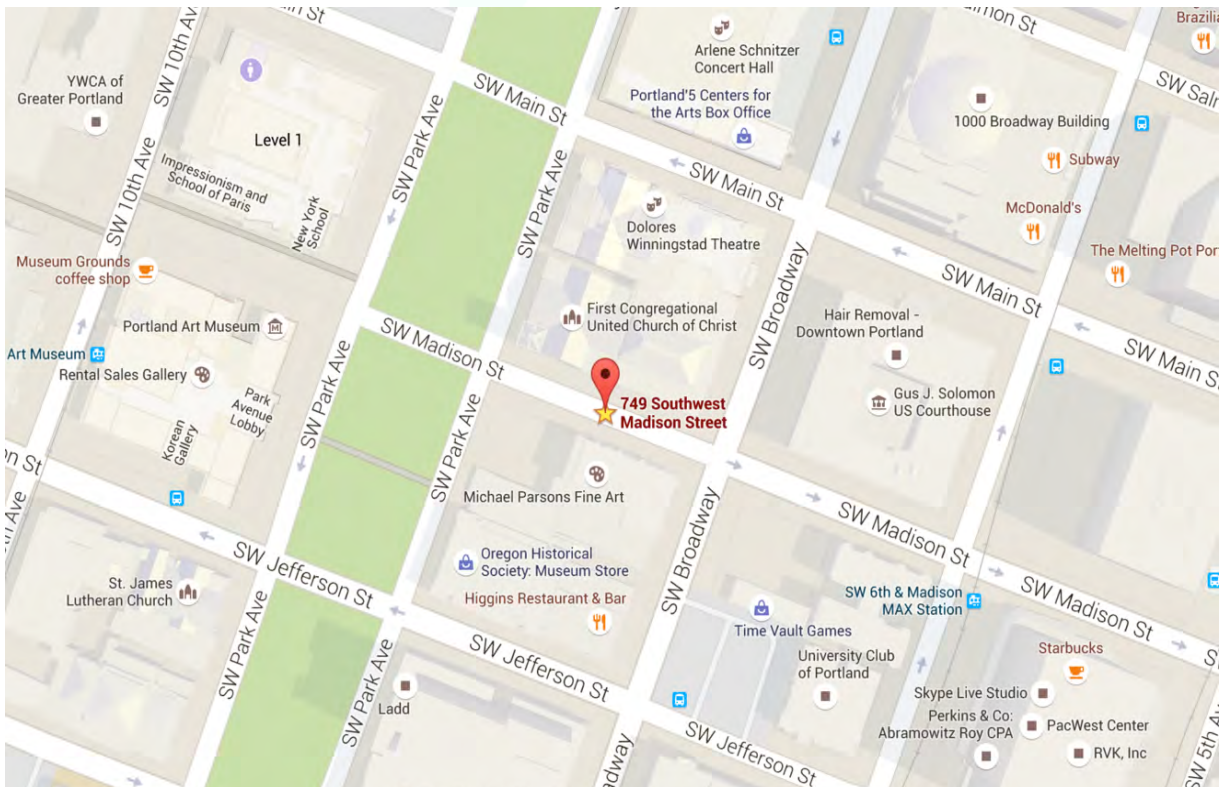
Dock Extension

For productions that travel with trucks longer than 24', a dock extension is available. Use of the dock extension requires additional labor, parking arrangements and setup time, and must be requested no less than 2 weeks in advance through the Production Department.

See Attachment I: Loading Area Photos

Map

[Click here to view online.](#)



Carpentry

Stage Dimensions

Note: US/DS measurements are taken from the Plaster Line (0'- 0") which is the US surface of the proscenium wall.

Proscenium	40'- 0" (12.19m) to 48'- 6" (14.78m) W (adjustable) x 26'- 0" (7.92m) H
Stage w/apron	80'- 1" (24.21m) W x 45'- 5" (13.84m) D
Stage w/pit elevator extension	80'- 1" (24.21m) W US of PL, 47'- 7" (14.50m) W, DS of adjustable forms x 56'- 0" (17.07m) D @ CL; 52'- 10" (16.10m) SL/SR
Plaster line to apron edge	2'- 5" (0.74m)
Plaster line to back wall	43'- 0" (13.11m) to pilasters
Wing space	17'- 4" (5.28m) to 13'- 1" (3.99m) SL 19'- 5" (5.92m) to 15'- 2" (4.62m) SR [Wing space varies with proscenium width]
Grid height	64'- 10" (19.76m)
Pit elevator	47'- 7" (14.50m) W x 10'- 6" (3.20m) D @ CL; 7'- 2" (2.18m) D SL/SR maximum travel= 11'- 3" (3.43m) screw drive, operated from pendant DSL
Stage height	3'- 8" (1.12m) above house floor

See Attachment B, C & D for more information.

Stage Floor

Stage floor is constructed of T&G maple and painted black. There is a section of traps in the stage floor, 12' (3.7m) D and 36' (11m) W, 7'- 8" (2.3m) US of the apron edge, with trap sizes from 2' x 4' (0.6m x 1.2m) to 4' x 8' (1.2m x 2.4m). There is a cable trough, with lighting floor pockets, that runs US from the proscenium wall SL and SR, and across the stage near the US wall.

Screws and nails are allowed in the stage floor. Any significant damage must be repaired after use.

Orchestra Pit

See "Props" Section for more information.

Seating

Orchestra Level	382, 24 of which are wheelchair accessible
Box Seats	52
1 st Balcony	241
2 nd Balcony	203
Total Seating Capacity	878
Pit Seats (by request)	44
Total Using Pit Seats	922

Seating Chart: See Attachment G

Line Set Data

Line Set Schedule: See Attachment E

Working Height of Battens	High trim 62'- 6" (19.05m), Low trim 4'- 0" (1.22m)
Battens	58' (17.68m) / 1 ½" ID sch40 steel pipe 6 lift lines per set
Type	48 single-purchase, T-track lines manual operation SL at stage level
Capacity	900 lbs over pipe weight LS #5 (1 st Electric): 1200 lbs over pipe weight
Available Weight	Approximately 15,000 lbs
Loading Galleries (SL)	62'- 10" (19.15m), 44'- 10" (13.67m), and 27'- 10" (8.48m) Accessed by spiral staircase DSL, ladders, and grid (elevator to spiral staircase on SR side)
Pin Rails	44'- 10" (13.67m), and 27'- 10" (8.48m) SL 44'- 10" (13.67m) and 26'- 10" (8.18m) SR

House Drapery (Goods)

House Curtain	Light Blue IFR velour (50% fullness) 1'- 7" (0.48m) US of PL 31' (9.45m) H x 61' (18.59m) W (2 panels) Guillotine only, manual from SL
Valance	Light Blue IFR velour (50% fullness) 1'- 0" (0.30m) US of PL 10' (3.05m) H x 58' (17.68m) W

Legs	12	32' (9.75m) H x 16' (4.88m) W, IFR
Borders	6	15' (4.57m) H x 59' (17.98m) W, IFR Delete this line all borders are 58' and we have 7
	7	15' (4.57m) H x 58' (17.68m) W, IFR
	1	12' (3.66m) H x 58' (17.68m) W, IFR
	1	10' (3.05m) H x 58' (17.68m) W, IFR
Tab	6	30' (9.14m) H x 8'- 6" (2.59m) W, IFR
	6	30' (9.14m) H x 6' (1.83m) W, IFR
	6	30' (9.14m) H x 4' (1.22m) W, IFR
Blackout panels	2	30' (9.14m) H x 32' (9.75m) W, IFR
Blackout drop	1	32' (9.75m) H x 60' (18.29m) W, IFR
Traveler panels	2	30' (9.14m) H x 32' (9.75m) W, IFR (no fullness)
Black scrim	1	30' (9.14m) H x 58' (17.68m) W
White filled scrim	1	30' (9.14m) H x 58' (17.68m) W
White seamless bounce	1	30' (9.14m) H x 54' (16.46m) W
Pit masking	1	9'- 6" (2.90m) H x 49' (14.94m) W, IFR
	1	9' (2.74m) H x 8'- 6" (2.59m) W, IFR
	1	6' (1.83m) H x 49' (14.94m) W, IFR
Picture screen	1	18'- 7" (5.66m) H x 33'- 11" (10.34m) rigid frame, front project only with following:

Support Areas

Access: Stage is accessed through a door from the dressing room/green room area DSR, and through US roll-up doors. There is no other access SL from the dressing rooms. Small doors, with a short flight of stairs, allow access between backstage and the house DSL and DSR. These doors can also be used to access the orchestra pit when it is at or near stage height. All dressing rooms and green rooms are SR and are wheelchair accessible via the stage door elevator. Booth (rear of orchestra level) is accessed from the stage and dressing room/green room area through a service hallway SR with several flights of stairs, or from the lobby via elevator.

Crossover: Upstage crossover through scene dock behind US wall.

Trap Room: Trap room, 37'- 7" (11.46m) W x 12'- 8" (3.87m) D, is directly below the stage, and is available for trap access, additional chorus dressing room, and orchestra support. Additional time and/or labor may be needed to relocate equipment stored here. Please advance with

Production Supervisors. The trap room is accessed from SL or SR through a short hallway, or through double doors at center.

Shop Area: There is no shop available in the Newmark. Limited work is permitted on the scene dock. There is a small shop in the basement of the building which can be used for minor repairs.

Storage: Storage is available on the scene dock, upstage, at stage level. Additional storage may be arranged with the Production Department.

Other: A crew lounge is available on the scene dock.



Lighting

Power

Company Switches: 120/208V, 3-phase, cam connectors or bare tails, with reversed ground and neutral. [Additional cost]

- 2 400A, USR on scene dock, with pass-through to stage (Max. Variable amperages available down to 160 amp)
- 1 50A, USC on US wall
- 1 100A, USL on US wall (Sound power, cams only)

Dimmers

ETC Sensor 3- 210 @ 2.4kW, 30 @ 6kW

Lighting Consoles

ETC Gio 4K; ETC Ion 4K; iRFR available.

Console Locations

The Gio and Ion are located in an enclosed control booth at rear of house on the Orchestra level. Consoles may be moved into the house as needed and is possible with consideration to seat kills.

Houselights

House Light control can be either manual or on house console. Location can vary depending on need, but typically from booth.

Circuits

Dimmer-per-circuit; 240 circuits throughout theater, 210 @ 20A, 30 @ 50A. Over the stage circuits are on socapex drops, all other circuits are fixed receptacles. 1st Electric is permanent raceway with mirrored circuit doubling.

Circuit Chart

See Attachment J

Front of House Transfer

USR in scene dock, circuits 1-86 and 237-240, GSP connectors.

Lighting Network Port Locations

Network ports at tech table area in house, DSR, and DSL, USL, Lower Mid Brides left and right, Orchestra Pit wall opposite pit storage, FOH catwalk, FOH "Slips" both left and right. One, 4-port gateway is available for DMX distribution throughout the room but typically sits on upper mid-bridge SR, lower mid-bridge SL, and FOH dome area. 2-2 port Net 2 node available as needed from any network port location. There are a few dry line CAT-5 cables run throughout the house and stage areas. Locations can be shown via a site walkthrough.

Front of House Positions

Circular catwalk above auditorium, cove position above spot booth, and catwalks HL/HR above 2nd Balcony, all with upper and lower pipes. Balcony rail at front of 1st Balcony, under-balcony HL/HR at ceiling of 1st Balcony, and in HL/HR box positions of both balconies, with a single pipe and limited circuits. Over-downstage position with single pipe SL/SR. A center position is available if sound cluster is not in use.

House Plot

See Attachment K

Equipment Inventory

Instruments	20	ETC 10°	Source 4 575W
	60	ETC 19°	Source 4 575W
	60	ETC 26°	Source 4 575W
	50	ETC 36°	Source 4 575W
	15	ETC 50°	Source 4 575W
	48	ETC PAR	Source 4 575W (standard lens kit)
	16	Colorforce2	72" Strip Lights (for cyc and ground row)
Follow Spots	2	Strong 1600W Xenon Super Trouper [Additional cost]	
Hardware	8	floor bases	
	8	50# boom bases	
		Various lengths of boom pipe	
	5	Drop In Irises	
	8	Barn doors (PAR size)	
	12	Donuts	
	30	A and B-sized template holders	
	12	Side-arms	
	8	12' (3.66m) Box truss style booms	

Cable: 18 Socapex cables, permanently installed to go from mid-bridge drop boxes to over-stage electrics. Various quantities of GSP cable, in lengths of 5', 10', 15', 25', 50', and 100', and two-fers. Cable quantities are typically sufficient for light plots which utilize only house fixtures. Additional cable may need to be brought in for larger-scale productions.

DMX Cable None available

Atmospherics 1 Unique 2.1 Hazer by Look Solutions (Additional cost)

Film, Video, and Projection Equipment

A projector shelf (for projectors up to 30" (0.76m) W and 70 lbs. in weight) is available which can be positioned on the balcony rail. There are three CAT5 Ethernet lines, three XLR lines, and two VGA lines which run from the typical projector location- Center, to the booth.

Projector 35mm xenon film projector, in spot booth [Additional cost]

Projection distances	Balcony Rail to Plaster Line	46'- 0" (14.02m)
	Dome rear to PL	50'- 0" (15.24m)
	Ceiling Cove to PL	84'- 0" (25.60m)
	Follow Spot Booth to PL	82'- 8" (25.20m)
	Control Booth to PL	61'- 0" (18.59m)
	Line set 12 to back wall (for RP)	31'- 8" (9.65m)

Notes

Clip lights, tech table lights and music stand lights available.

4-color rail cue light system.

If altered, lighting must be restored to House Plot unless otherwise arranged.

Shore power available (tails only) by prior arrangement.

Sound

Power

Company Switch: 120/208V; 3-phase, 100A, cam connectors, with reversed ground and neutral. Located on USL wall. [Additional cost]

House Audio Power: Sound Power receptacles available in the control booth and on stage which run through a dedicated transformer for isolation.

Wiring

XLR and Speakon, connections available throughout the room, which terminate at patch bays in the control booth. Limited additional CAT5 dry lines also available.

Sound Ports Layout: See Attachment H

Sound Console

Midas Pro 2

Inputs	64	configurable
Outputs	27	buses, configurable
I/O locations	8x8	rear of surface
	8x8	at patch panel in booth
	8x8	at house amp rack
	4x4 AES3	at house amp rack
	16x8	stage box (portable)
	48x16	stage box (portable)
	24x24	AES 50 to USB interface

Onboard DSP

Console Locations

Enclosed control booth at rear of house, orchestra level, with sliding door/window opening into house.

Road console location house right, rear of orchestra level, under balcony. 100' snake run to stage. Seat kills required. Must be arranged in advance with Production Department and Box Office.

Hearing Assist System

ListenTech FM Listening Assist System. Headsets available at Coat Check room in Main Lobby

Monitor/Paging System

Stage monitors in control booth, dressing rooms, and green rooms. Paging mic in control booth and SM location DSR.

Production Communications

Wired ClearCom System	10	belt packs
	10	single-muff headsets
	6	table-top stations
	2	flashers
	1	RM22 base station at SM position.

Wireless Tempest System	5	belt packs *Two packs assigned to Department Heads, three available. Integrated with house wired com.
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Equipment Inventory

Fixed Speakers	1	TAD-component cluster at proscenium, can be raised or lowered via motor
	2	12"x 2" bi-amped, 7' DS of PL. offstage L and R
	2	EAW SB1000, 7' DS of PL. offstage L and R
	2	Genelec 1030a booth monitors
	21	Surround/effects speakers at sides and rear of house

Portable Speakers	6	EAW Microwedge 12
	6	Ramsa A200
	4	Nexo PS8

Microphones	4	Shure SM81
	2	Shure SM58, switched
	4	Shure SM57
	4	AKG 321
	1	Sennheiser 421
	3	Beyer M88
	2	Shure MX 412 lectern mic
	2	AT 853a (hanging choir mic)
	5	AKG 451 (CK1 and CK2 capsules)
	6	AT AE5400 (handheld vocal condenser)
	2	AT 4050 (side address large diaphragm condenser)
	4	Neumann KM 184
	3	Crown PCC 160 floor mics
	4	Shure ULXD wireless, w/ Beta 58 handheld, MX150B lavalier, Countryman
	1	Earthworks PM40 Piano System Mic
	1	Shure Beta 52A

Mic Stands	17	Straight
	10	Straight (short)
	23	Boom arms

Playback	QLab V3 with up to 24 outputs	
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Signal Processors	4	DBX 160 compressors
	3	DBX 166 compressors
	1	BSS Omnidrive 366T
	1	BSS Omnidrive 336T
	1	Yamaha SPX 2000 Reverb
	1	Tascam SS-R200 Solid State Recorder
Amplifiers	6	Crown XTi 4002 (one drives cluster low)
	1	Crown XTi 6002
	4	Crown XLS 1500 (drive surrounds)
	8	JBL/Urei 6230 (drive delays and cluster high)

Cable

XLR and Speakon cables in 25' and 50' lengths, limited number of shorter cables.

Adapters

Various RCA, XLR, BNC, TRS, and 1/8th" adapters.

Snakes	3	50', 11-channel, fan out to stage box
	2	50', 4-channel, fan out to fan out
	2	20', 9-channel ¼" TRS to XLR M/F (ConvertCon) fan
	1	Radial Catapult Rx4
	1	Radial Catapult Tx4
Direct Boxes	2	Radial JDI Jensen-equipped, passive
	1	Radial JDI duplex (2-ch), Jensen-equipped, passive
	3	Radial Twin ISO Isolator
	1	Rapco AV-1A Audio/Video interface
	2	Stewart DI
Broadcast Devices	1	Comrex VH2

Props

Orchestra Pit

Elevator: 47'- 7" W (14.50m) elevator, 10'- 6" (3.20m) D @ CL, 7'- 2" (2.18m) D @ SL/SR, adjustable to stage, seating, or orchestra pit level, or anywhere in between. Typical pit position for orchestra is minus 7'- 9" (2.36m). Maximum travel is minus 11'- 3" (3.43m). Pit wall sections will be put in place when elevator is positioned below seating level.

Pit Risers: Platforming is available to create a pit extension with steps and railings under the stage deck. The extension is 6' (1.83m) D x 28' (8.53m) W x 3'- 6 ½" (1.08m) H in standard configuration (other configurations available)

3	4' (1.22m) x 8' (2.44m) carpeted acoustic decks
1	4' (1.22m) x 6' (1.83m) carpeted acoustic deck
3	2' (0.61m) x 8' (2.44m) carpeted acoustic decks
2	8' (2.44m) guardrails
2	6' (1.83m) guardrails
2	5-tread step units 4' (1.22m) W, 3'- 6 ½" (1.08m) H
4	Railings for step units

Additional legs available for deck heights of 8" (0.20m) up to 36" (0.91m)

Music

Chairs: 73 padded Wenger orchestra chairs

Stools: 2 x 24" black wooden stools

2 x 30" black wooden stools

2 x gray upholstered metal stools with arms (Anderson Cooper stools)

4 x burgundy cushioned bar stools

Stands: 75 Manhasset music stands

1 Conductor's stand

Stand Lights: 36 stand lights

Conductor Podium: 1 carpeted podium/platform

Pianos: Steinway K52 Upright and 7' Steinway Grand available by reservation. Tunings can be arranged through the Production Department upon request [Additional cost].

Orchestra Shell

8 panels of Wenger Legacy Basic Acoustical Shell available by prior arrangement.

Platforms

Pit extension platforming may be used as stage platforms by prior arrangement.

6 8" (0.18m) H x 2' (0.6m) D x 4' (1.22m) W (platforms)

Stairs

- 2 1'- 6" (0.45m) H x 1'- 10" (0.55m) W (3-step)
- 2 2' (0.6m) H x 1'- 10" (0.55m) W (3-step)
- 2 3'- 1 ½" (1.3m) H x 2'- 6" (0.76m) W (6-step) w/railing, house steps to stage
- 2 16" H x 24" W (2 step)



Dance Floor

Black marley, 6 rolls, 6' 7" (2.01m) W x 60' (18.29m) L. Tape included. Subject to availability
[Additional cost]

Lecterns

Two available by prior arrangement

Lift and Ladders

36' (11.58m) Genie Brand MEWP

12' (3.66m), 10' (3.05m), 8' (1.83m), and 2 x 6' (1.22m) ladders

Other Equipment

4' x 6' and 4' x 8' and 3' x 4' folding tables, clip lights, and some duvetyn available

Dollies, hand trucks, and truck dock plates

Various lengths of Sch40 and bottom pipe

2 Oriental rugs: Blue and white 7' 10" x 10' 10"

Red and tan 8' x 10'

1 Drum rug 5' X 7'

Wardrobe

Dressing Rooms

All dressing rooms accessed from SR. Stair and elevator access to 3rd floor dressing rooms and green room. All dressing rooms have mirrors, counters, makeup lights and chairs.

2nd floor (stage level)

Rm	Persons	Sink	Toilet	Shower
21	2	1	1	1
22	2	1	1	1
23	8-12	2	1	2

3rd floor

Rm	Persons	Sink	Toilet	Shower
31	2	1	1	1
32	2	1	1	1
33	8-12	2	1	2

Wardrobe Area

No dedicated wardrobe area is available. A dressing room may be used as a wardrobe room.

Irons: 1

Ironing Boards: 1

Steamers: 1

Racks and Hangers: 6 rolling garment racks (Z-racks), no hangers supplied.

Quick Change Booths

Pipe and drape: 4 bases, 4 uprights, 4 cross members, 8 drape panels. Additional pipe and drape may be available by prior arrangement with Production Department. Three hanging mirrors available.

Laundry

Washers and dryers: Two washers and two dryers are available in the basement of Antoinette Hatfield Hall, Rm B47- reserved for client use. Please note these washers and dryers are for all three theaters in the building and use must be coordinated through a Production Supervisor.

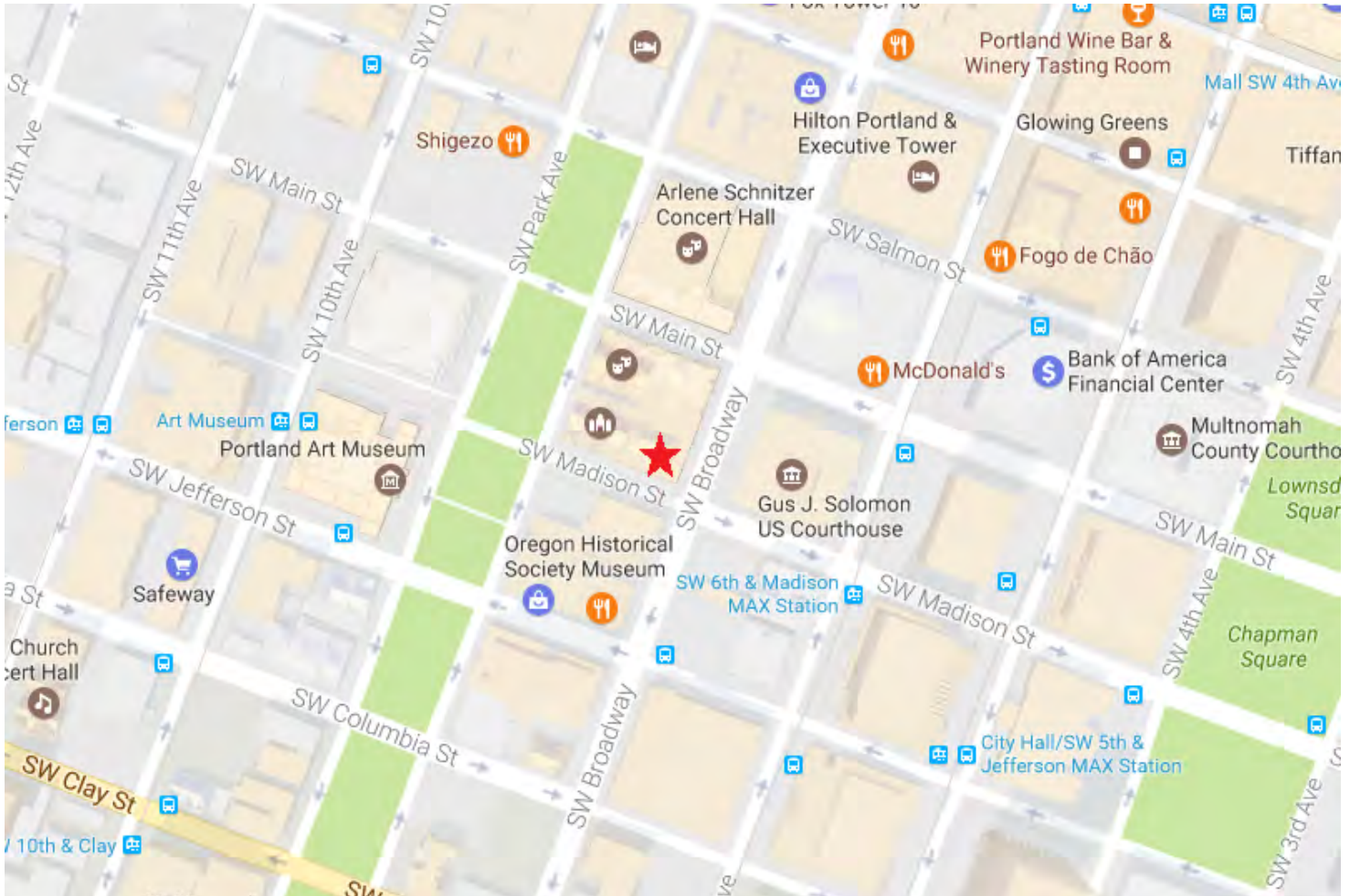
Dry Cleaning

Bee Dry Cleaners
1026 SW Salmon St.
Portland, OR 97205
503.277.1144

Downtown Cleaners
609 SW 3rd Ave.
Portland, OR 97204
503-227-7881

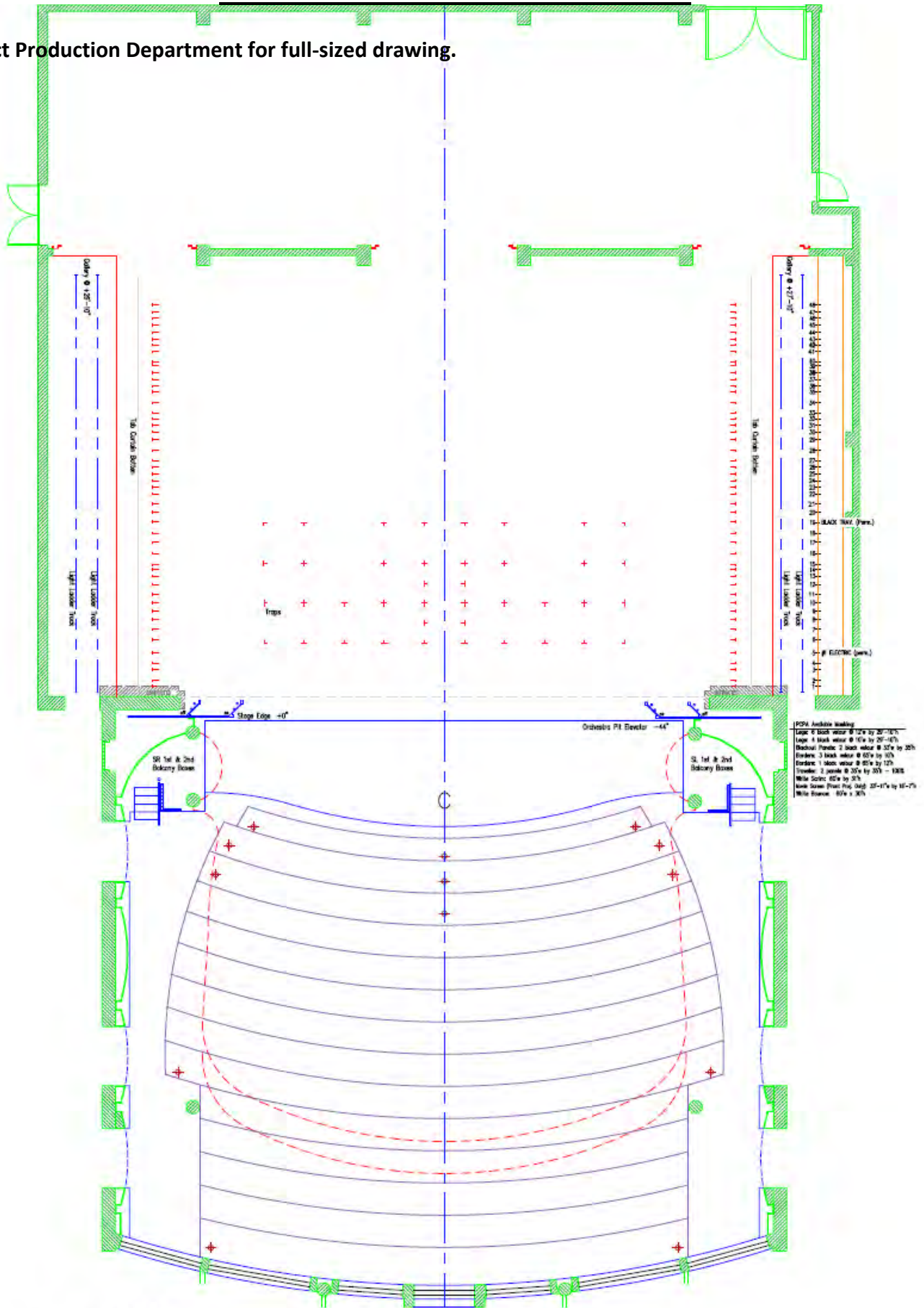
Attachment A: Map of Theater Location

[Click to view online.](#)

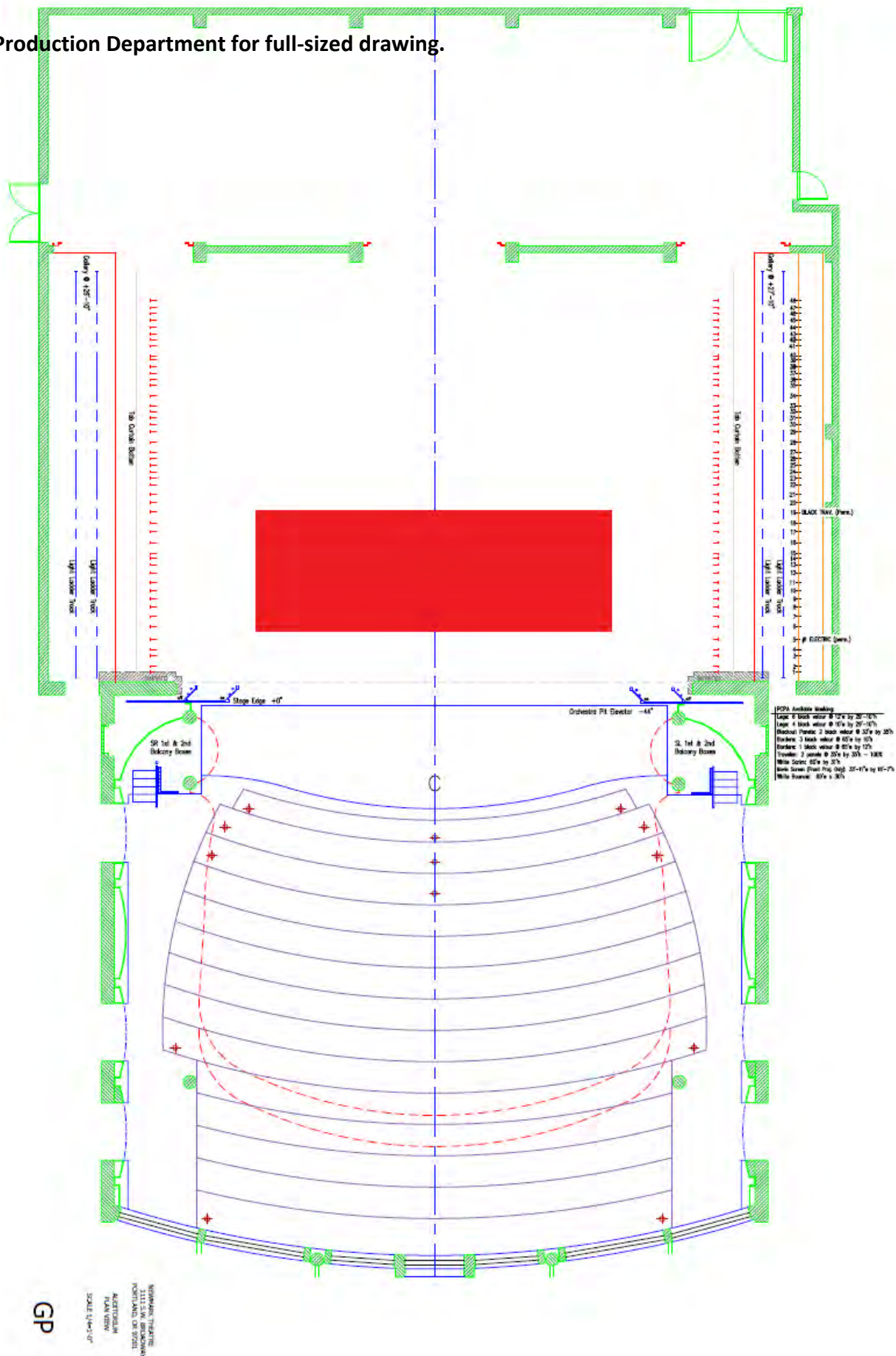


Attachment B: Ground Plan

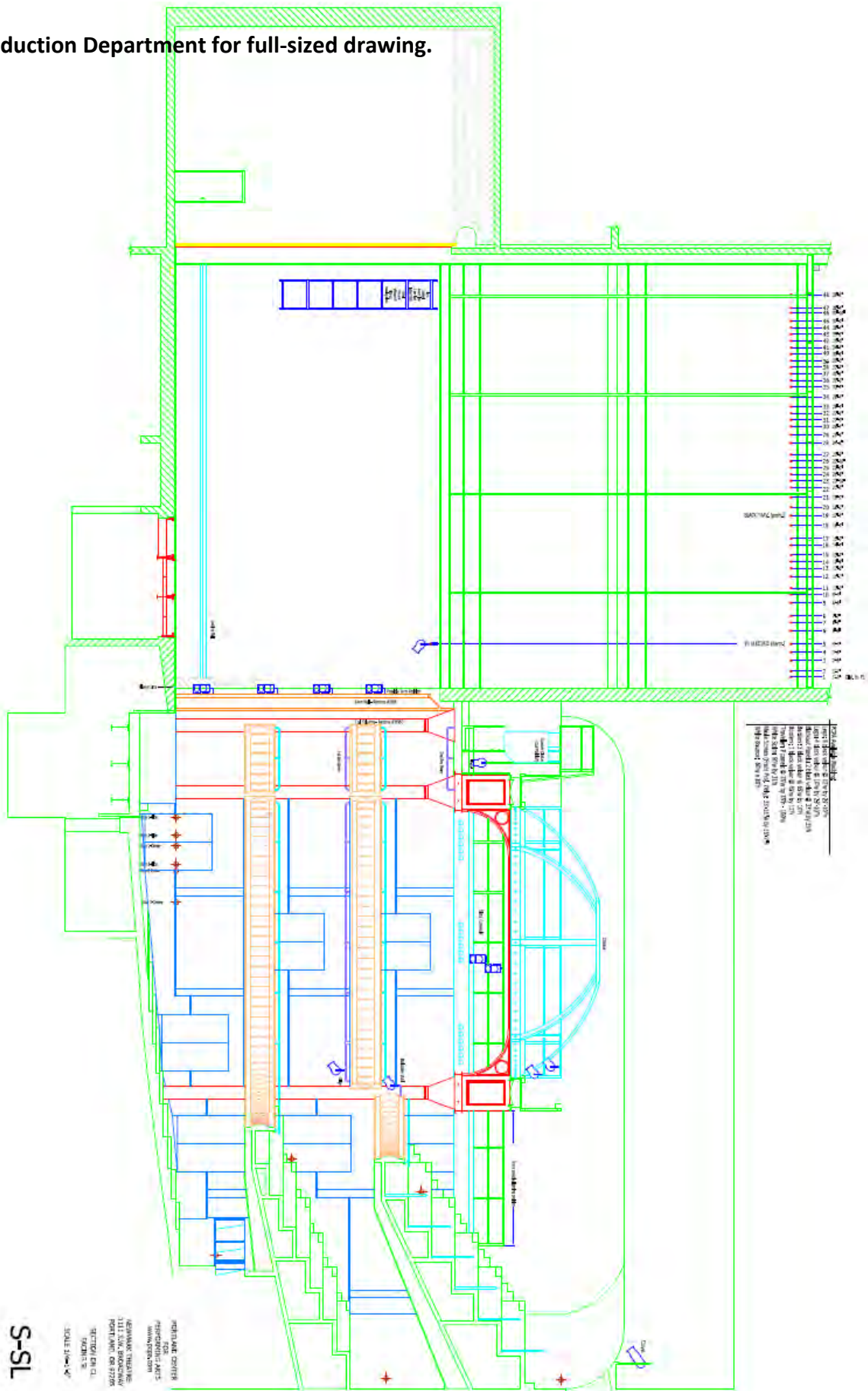
Contact Production Department for full-sized drawing.



Contact Production Department for full-sized drawing.



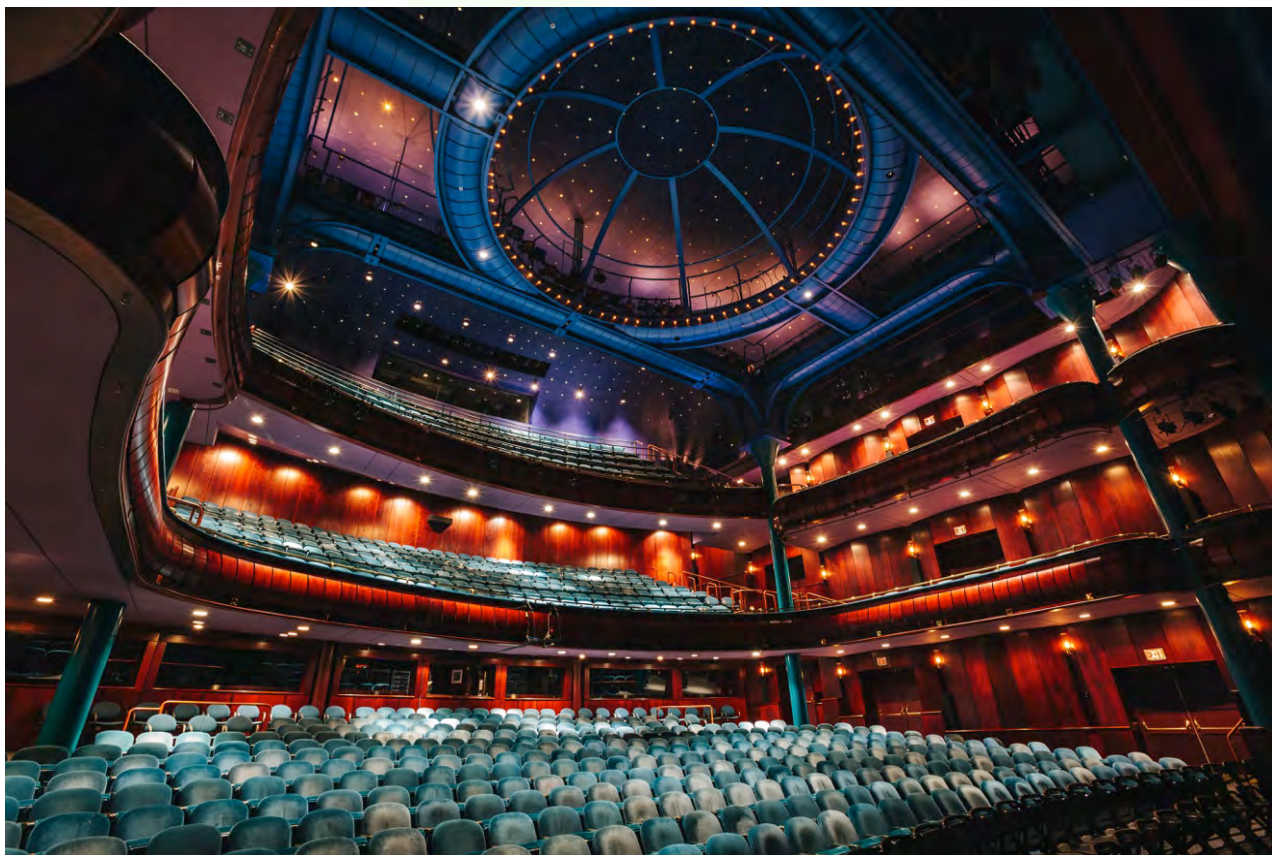
Contact Production Department for full-sized drawing.



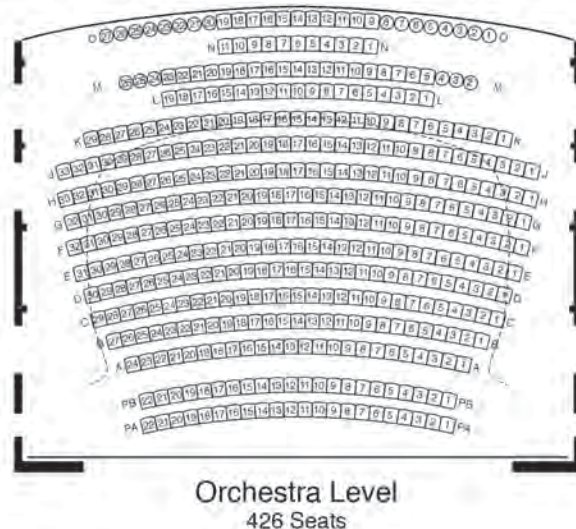
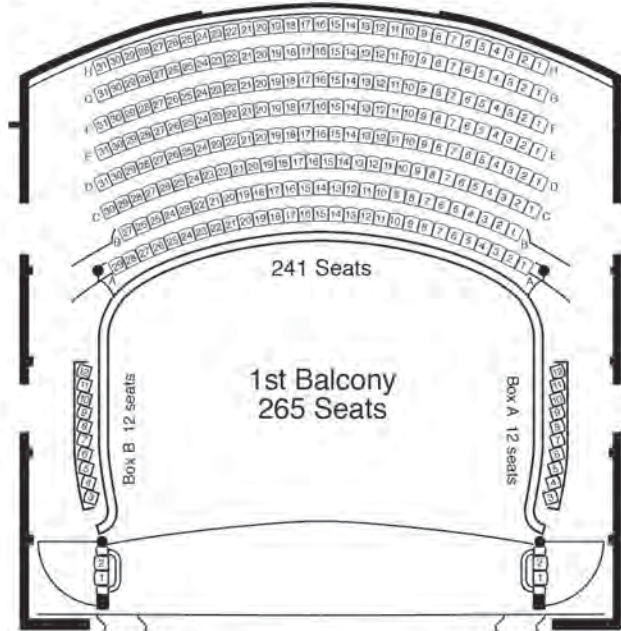
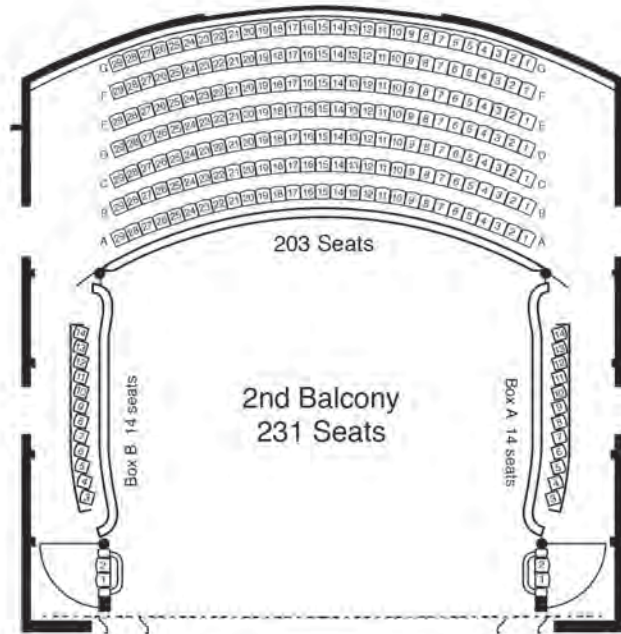
Newmark House Hang Lineset Schedule

Distance	Line #	Description	Trim	Notes	Approx. Wt.
0' 6"	-	#1 Black legs (portal masking)		spot lines SR/SL; 21' OCL; 30'H x 6'W	70
1' 0"	1	Valance	23'	Light blue, 50% fullness	185
1' 10"	2	Main Curtain		Light blue, 50% fullness, guillotine	630
2' 8"	3	#1 Black border	22'		165
3' 4"	4				
4' 4"	5	#1 Electric	28'	permanent raceway	525
5' 8"	6				
6' 6"	7				
7' 2"	8				
8' 8"	9	#2 Black border	22'		165
9' 4"	10	#2 Black legs		house hang 20' OCL (40' opening)	150
10' 4"	11	Picture Sheet		18'7"H x 33'11"W, front proj. only	585
11' 2"	12				
12' 0"	13	#2 Electric	28'		630
12' 8"	14				
13' 4"	15				
14' 4"	16				
15' 0"	17	#3 Black border	22'		165
16' 2"	18	#3 Black legs		house hang 20' OCL	150
17' 6"	19	Black Traveler			560
18' 2"	20				
19' 2"	21				
20' 2"	22	#3 Electric	28'		585
20' 10"	23				
21' 6"	24				
22' 2"	25				
22' 10"	26	#4 Black border	22'		165
23' 6"	27	#4 Black legs		house hang 20' OCL	150
24' 6"	28	Midstage Blackout Panels		2 panels (center split)	255
25' 6"	29				
26' 4"	30				
27' 0"	31				
27' 8"	32	#4 Electric	28'		550
28' 4"	33				
29' 4"	34				
30' 4"	35				
31' 0"	36	#5 Black border	22'		165
31' 8"	37	#5 Black legs		house hang 20' OCL	150
32' 4"	38				
33' 0"	39	Upstage Blackout Drop		single panel w/bottom pipe	300
33' 8"	40	Gray Plastic		used for cyc or video proj.	200
34' 4"	41				
35' 0"	42				
35' 8"	43	#5 Electric (cyc)	28'		550
36' 4"	44				
37' 0"	45				
37' 8"	46				
38' 4"	47	#6 Black legs			150
39' 0"	48	Bounce		seamless muslin w/bottom pipe	105
N/A	49	SL Tab pipe			35
N/A	50	SR Tab pipe			35
Total Weight					7375

Attachment F: Photos of Stage and House

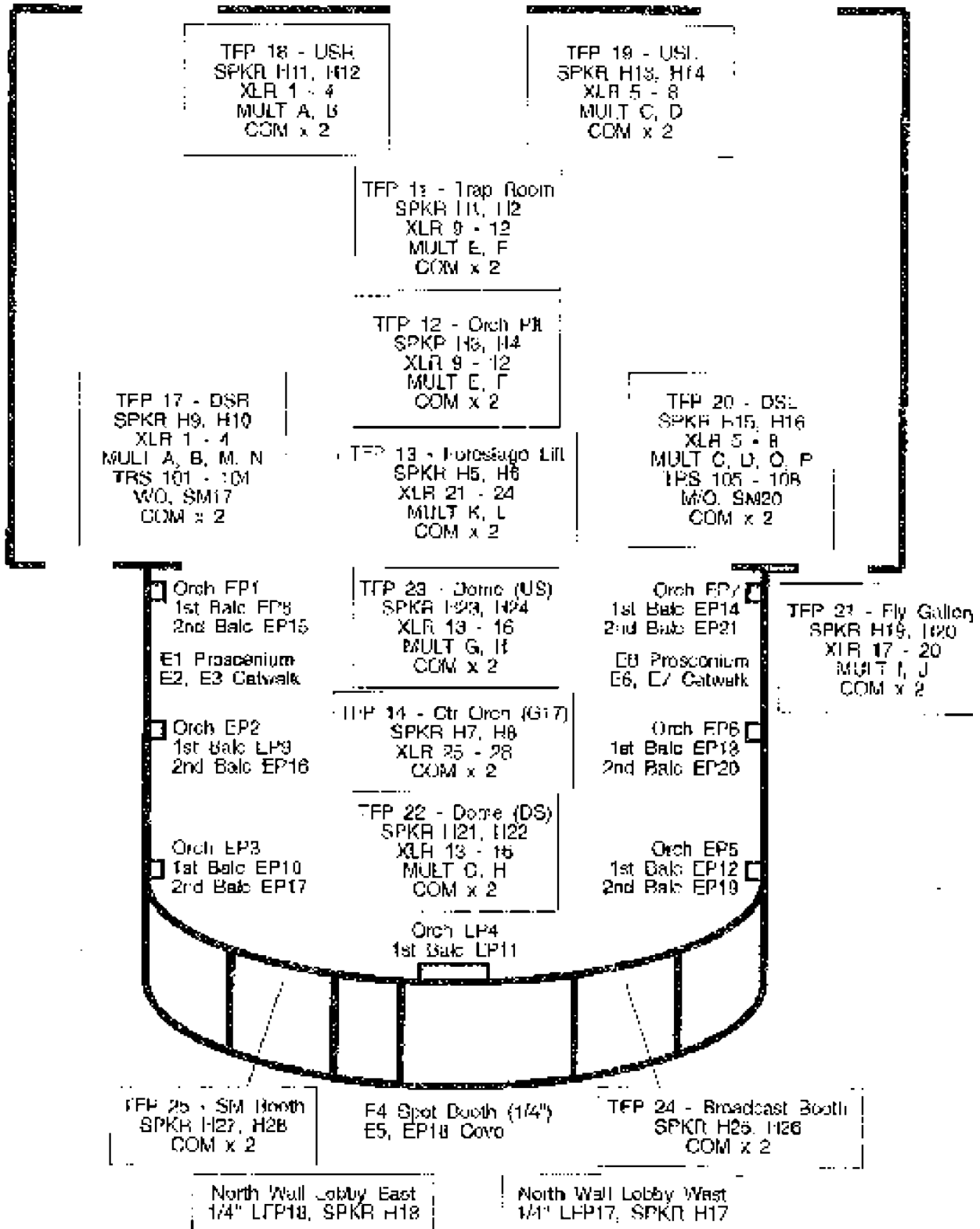


Attachment G: Seating Chart



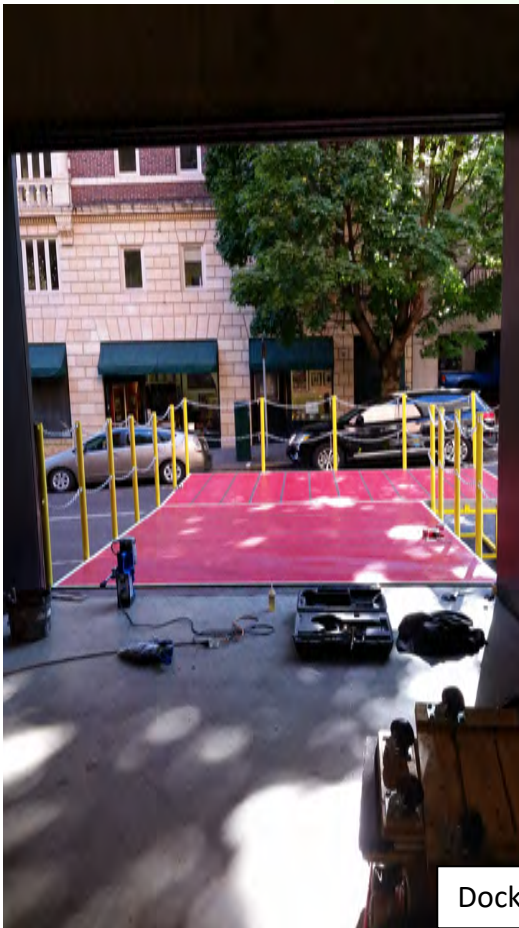
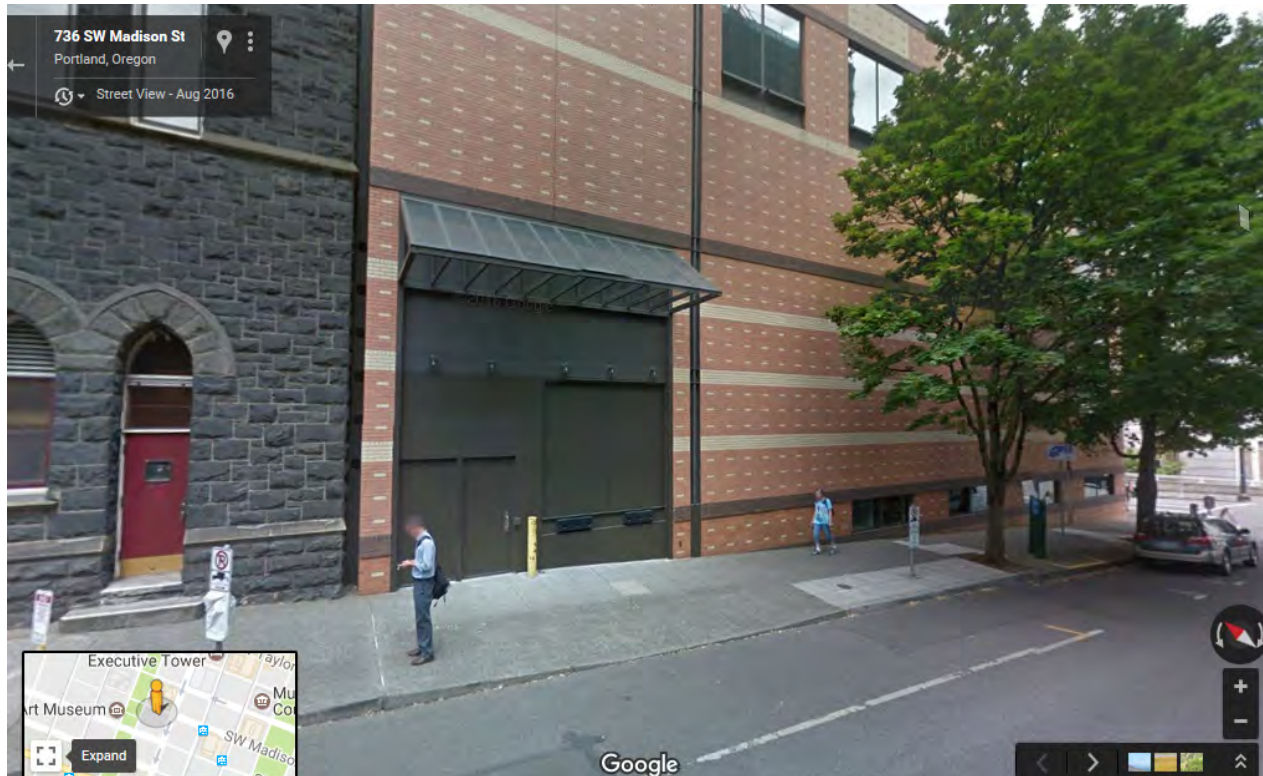
Attachment H: Sound Panel Locations

PCPA Intermediate Theatre Schedule of TFP's



Attachment I: Loading Dock Photos

Click to view online.



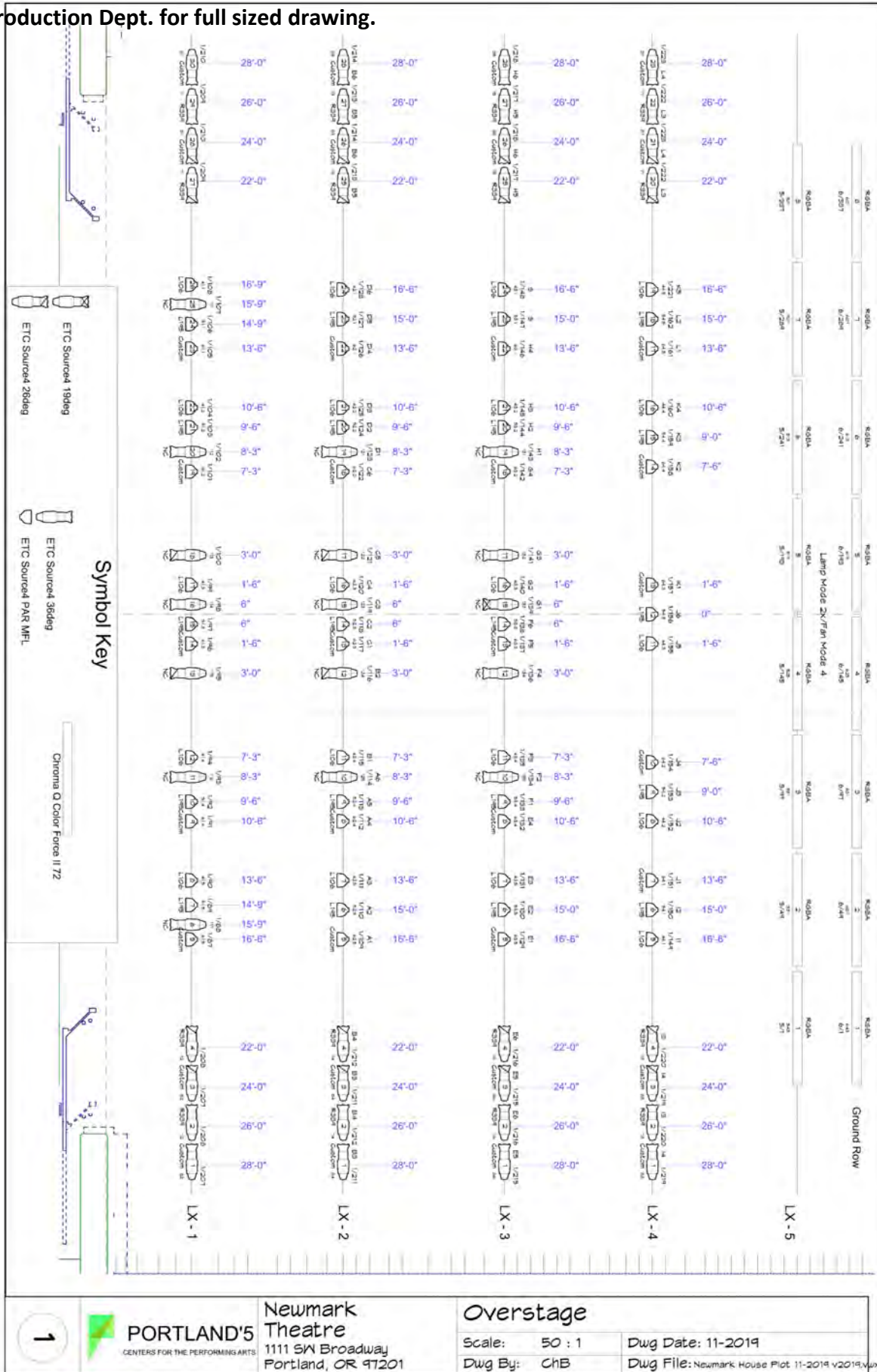
Dock Extension

Attachment J: Lighting Circuit Chart



Attachment K: Light Plot (Over Stage), Page 1 of 2

Contact Production Dept. for full sized drawing.



Attachment L: Policies

Policies - General

House Opening: The house opens no less than thirty (30) minutes prior to scheduled show time. All set-up and sound checks must be completed by this time. House Manager Approval must be obtained before starting or resuming a performance.

Typical curtain times in Portland are between 7pm – 8pm for evening shows, and 2pm for matinees.

Personnel Access: The visiting company will provide identification and/or complete lists of all persons to be allowed in the backstage area. This list must be provided a minimum of 48 hours prior to the beginning of the load-in and is subject to approval by the Production Department. Portland's reserves the right to restrict backstage access. All persons must sign in or show identification at the stage door.

Fire Exits: The visiting company will not obstruct any portion of the entries, hallways, elevators, stairs, or other egress, including access to all building utilities.

Signs and Decorations: Signs or decorations will not be placed in any rooms, hallways, lobbies or theaters in the Portland's buildings without the permission of the Event and Production Services Department. Damage may result in additional charges.

No sign or decoration is allowed on the building exterior or sidewalk, unless approved in advance by the Event and Production Services Department.

Smoking: Per Oregon State law and Metro policy, smoking and vaping are not permitted inside any Portland's building, or within 25 feet of any exterior doorway or air intake. Theatrical use guidelines are listed in the **Smoking on Stage** section below.

Alcohol: All alcohol backstage must be provided and served by an OLCC licensed and permitted entity, approved and coordinated in advance with Production Department. Alcohol brought into the building by individual performers, cast or crew is prohibited.

Catering: Back of House- Clients may bring any caterer of their choosing in for backstage catering. All catering details to be advanced through the Production Department. A facility maintenance fee applies per event for this service.

Front of House- PacificWild is the exclusive Front of House caterer and concessionaire in all Portland's Venues.

Animals: Only service animals (dogs) are allowed in Portland's buildings. Use of animals in a production or related promotional event requires approval by the Production Department prior to load-in.

Security: Portland's reserves the right to determine the need for and engage uniformed (MERC) or non-uniformed (PEER) security personnel for each event, including FOH, exterior, onstage and backstage areas.

Firearms: Firearms are not permitted in public buildings except under limited circumstances including possession of a concealed weapons permit. While Portland's cannot ban those with concealed weapons permits from carrying firearms into a public building, the event Licensee, as a private entity, may choose to ban any weapons from the premises.

Policies - Production

Pre-Production Coordination: All advance work between the visiting company and Portland's Stage Department Heads will be done through the Production Supervisors.

Stage Labor: The Portland's Production Department reserves the right to determine the number and type of stage labor required for the event. All stage labor personnel are subject to the approval of the Production Department.

Seat Kills: Seat kills for production control equipment must be approved in advance by the Production & Ticket Services Departments. The use and ticketing of pit seats must be approved in advance by the Production and Ticket Services Departments.

Rigging Changes and Flying Effects: Any changes to house rigging or equipment, including flying effects, must be approved in advance by the Production Department.

Sound Level Limitations: Portland's Event and Production Services Department reserves the right to determine the maximum sound level for any event. Maximum dB level before incurring premium rates for stagehand labor is 112dB.

Holes and Attachments: The visiting company will not use any tape, or make holes, drive nails, tacks, stage screws or similar articles in any part of the premises without approval by the Production Department.

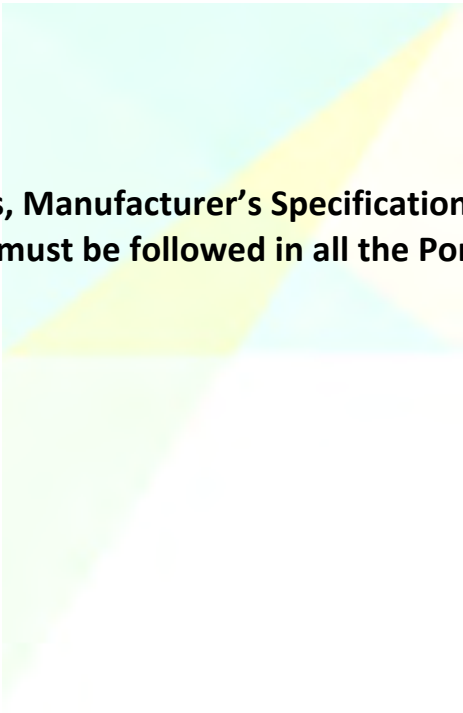
Valuables: Locking drawers are available in each dressing room. Keys may be signed out by the Stage Manager or other representative. No additional locks will be permitted on any door of the premises. It is recommended that valuables be collected by the visiting company's Stage Manager prior to the performance and kept until the performance is completed. Portland's assumes no responsibility for valuables or personal property left in dressing rooms.

Fire/Flame Effects: All use of fire, flame, and pyrotechnics must be approved in advance by the Production Department, the City of Portland Fire Marshal, and, when appropriate, the State of Oregon Fire Marshal. This includes the use of candles, incense, lighters, torches of any kind, flash paper, etc. Visiting companies must be prepared to demonstrate effects to the Fire Marshal prior to approval. A Conditional Use Permit, which may take a minimum of three weeks to process, is required. All permit fees will be charged at the applicable rates.

Atmospherics, Strobes, and Sound Effects: The use of any special effects which may affect audience comfort or safety such as the use of lasers, strobe lights, haze, smoke effects, or gunshot sounds must be approved in advance by the Event and Production Services Departments. Portland's reserves the right to limit or prohibit the use of effects which may constitute a hazard to patrons, employees or the facility.

Smoking on Stage: The State of Oregon prohibits the smoking of all tobacco products on stage. This ban includes vaping. Performers are allowed to smoke or carry a lighted smoking instrument that does not contain tobacco in scripted stage, motion picture, or television productions if smoking is an integral part of the production. A Conditional Use Permit, which can be coordinated through the Production Department, is required.

Weapons: Stage-use weapons with appropriate safety features may be permitted, only with prior approval by the Production Department. A Conditional Use Permit may also be required.



***All OSHA Regulations, Manufacturer's Specifications, and Best Theatrical Safety Practices must be followed in all the Portland's Venues.**