



**MAD LIBS LIVE
&
POLKADOTS: THE COOL KIDS MUSICAL**

TECHNICAL RIDER 2018

1. Introduction
2. Stage
3. Labor Requirements
 - a. Load in / out
4. Carpentry
5. Electrics
6. Sound
7. Wardrobe
8. Dressing Rooms
9. Loading Dock
10. Parking
11. Hotel
12. Security
13. Equipment
 - a. Additional Items
14. Hospitality
15. Schedule
16. Tickets
17. Billing Information
18. Merchandise
19. Force Majeure
20. Inclement Weather

Attachments: 4 Mad Libs Live! Audience Forms.

MAD LIBS LIVE & POLKADOTS: TECHNICAL RIDER 2018

1. INTRODUCTION

Hello! We are pleased that you are interested in having Mad Libs Live! & Polkadots: The Cool Kids Musical, visit your venue. Both are family-friendly titles that educate and entertain. The touring company will perform the two titles in rep, making it possible to present two shows in one stop! This tech rider will help to spell out the needs for both shows. We, the Company, want to be as flexible and accommodating as possible. So, if something doesn't seem like it's a perfect match, reach out to us. As long as we are made aware of all technical limitations of the Presenter's facility, either by email or by attaching them to this rider, we would love to try and make our shows work in your Venue. Failure to notify the Company of technical limitations could result in the unforeseen omission of design elements from the production. If the venue or you can't do any part of this, please contact us.

2. STAGE

Minimum performance space dimensions 24' wide by 26' deep (Including US cross over). Minimum proscenium opening 20' wide by 18' high. Non-proscenium stage configurations must be approved in advance. Backstage space must be clean, clear, with overhead cables and ropes at or above 12', no cable on the floor, and lit with running lights.

3. LABOR REQUIREMENTS

PRESENTER agrees to provide at least the following crew for the load-in, running, and load-out of the production. No load-ins will take place between midnight and 6:00am, unless mutually agreed in writing by PRESENTER & COMPANY at least 60 days prior to the performance.

PRESENTER will be solely responsible for any local union or non-union requirements for labor, teamsters, or any other such personnel and for any such fees, salaries, penalties, dues, benefits, etc. in connection with the presentation of the production. Personnel must be consistent through all phases of production. These persons are to follow instructions of COMPANY staff and cooperate with them fully.

Hired professionals' only -no students or volunteers, unless mutually agreed in writing by PRESENTER & COMPANY at least 60 days prior to the performance.

PRESENTER (initial)____ Company (initial)____

MAD LIBS LIVE & POLKADOTS: TECHNICAL RIDER 2018

LOAD-IN AND LOAD-OUT:

Carpentry - 2 Individuals*
Electrics - 2 Individuals*
Sound - 2 Individuals*
Wardrobe - 1 Individual*

PERFORMANCE:

Carpentry - 0 Individuals
Electrics - 1 Individual
Sound - 1 Individual
Wardrobe - 1 Individual

*These persons must be able to lift heavy scenic items and road cases in excess of 50 lbs without exception.

If load-in is not at stage level and there are stairs or a long push from truck to stage four (4) people, plus the load-in/load-out crew, will be required

ESTIMATED LOAD-IN TIME: 3 - 4 Hours

RUNNING TIME: 65 Minutes

ESTIMATED LOAD-OUT TIME: 2 - 3 Hours

- If first performance is in the morning or an early matinee, it may be necessary to load in during the previous day.
- If the show is not pre-hung, cabled and rung out, additional time or crew may be required.
- Additionally, USHERS will be needed for Mad Libs Live! to hand out 'audience forms,' sort them, and deliver them backstage prior to the performance. See #13a.

4. CARPENTRY

VENUE SOFT GOODS:

- One (1) full stage blackout at rear of stage with crossover behind no less than 36" (3 Feet) wide.
- Main traveler or One (1) set of legs located at proscenium
- Two (2) additional set of legs, location TBD
- Three (3) overhead borders to mask over stage electric pipes
- All soft goods should be without fullness and blemish free, as they are lit for the performances.

5. ELECTRICS

PRESENTER (initial)____ Company (initial)____

MAD LIBS LIVE & POLKADOTS: TECHNICAL RIDER 2018

VENUE LIGHTING SET-UP REQUIREMENTS

All Venue Lighting Equipment will be hung, circuited, colored, patched and tested prior to Company's arrival. Equipment not already owned or rented by the PRESENTER will be the sole responsibility of the PRESENTER to secure prior to the load in including all perishables. All required dimmer, non-dim circuits and DMX; power circuits will be available in the locations specified prior to Company's arrival. A copy of the Venue's Patch information will be provided to the Company prior to arrival. Venue will provide all color; Company will provide templates.

VENUE PROVIDED LIGHTING INSTRUMENTS

Positions equipped with not less than the fixtures as listed below, all plugged into separate house dimmer/circuits and colored and positioned as indicated by the Company's touring lighting plot:

- Approximately 22 Ellipsoidal Units from a FOH Electric
- 8 Ellipsoidal units from box boom positions
- 6 Ellipsoidal units on 1st LX
- 8 Ellipsoidal units and 9 PAR's on 2nd LX
- 18 units on 8 booms (4 per side)
- Lighting Console

House console needs to be ETC eos family (Gio, Ion, Eos). Lighting console will be located front-of-house with a clear view of stage (I.E. In a booth or rear house location) and Company staff will run the lighting control console. Console should be able to control house dimmers, auditorium lights and company toured equipment. House dimmers should be controlled via Universe 1. Universe 2 and 3 are utilized for touring equipment provided by show.

6. SOUND

Presenter will provide a full sound system as specified below that is installed and tested prior to company arrival and is free of any hums or other audio interference. Mad Libs Live! & Polkadots are presented in a stereo system with center cluster. This system generally consists of Main L/R, Center Cluster or Array, Onstage L/R Monitors and Sub L/R speakers. The main speakers should provide full and even coverage of the house.

PRESENTER (initial)____ Company (initial)____

MAD LIBS LIVE & POLKADOTS: TECHNICAL RIDER 2018

Additional delay and/or fill speakers may be needed depending on the architecture of the venue and the seating arrangement.

- Stage Monitors should be mounted to lighting booms stage left and right in 1 and 3 at head level. Other monitor options can be considered upon discussion.
- Powered Meyer speaker cabinets are preferred.
- The speaker and amplifier system must be able to sustain a flat and even sound pressure level with peaks of at least 105db without distorting at the house mix position in the performance venue.
- All sound gear shall be powered on one phase of power separate from all lighting equipment and dimmers.
- Delay processing and EQ must be available for each speaker channel. This DSP must be accessible to the Touring Engineer during quiet time and tech. Any DSP should be able to compile at 24bit and 96kHz.
- The console shall be a digital console of a major manufacturer such as Yamaha, Digico, Avid or Soundcraft. The console must have at least six available microphone inputs, 8 line level inputs for QLab, 8 separately addressable outputs and two internally routable effects sends. QLab must be able to be addressed 1-1 to the console's outputs. The console shall be fully programmable by Touring Engineer. The console shall be able to be clocked at 96kHz.
- Company will travel with wireless microphones, transmitters and receivers as well as QLab computer and audio interface. All of company's gear will connect to Presenter's console via XLR. Company requires power at the FOH position to set up this gear.
- The front of house mix position shall be in the orchestra level and without any surrounding walls or obstructions and not positioned underneath balcony overhangs.
- The Touring Engineer will require at least a four hour time block for quiet time and level set prior to the beginning of technical rehearsals.
- Sound technician must be familiar with the house sound system.

Any substitutions or questions shall be addressed to the Production Supervisor or Sound Designer. Contact information at the end of this document.

7. WARDROBE

PRESENTER (initial)____ Company (initial)____

MAD LIBS LIVE & POLKADOTS: TECHNICAL RIDER 2018

One wardrobe person will be needed for two to three (2-3) hours to steam company costumes during load-in, possibly some sewing, light laundry, and packing during load-out. If the Company is performing over the course of several days, additional calls will be needed for cast laundry during the run of the shows. Cost of additional wardrobe calls will be the responsibility of the PRESENTER, to be agreed upon by COMPANY & PRESENTER, and will not be withheld from Settlement. Wardrobe staff will report directly to the tour manager for laundry schedule.

One of each: non-coin operated washer and dryer, sewing machine, and a steamer must be available while wardrobe personnel are on duty.

8. DRESSING ROOMS

1 Dressing Room to accommodate six (6) performers.

1 Additional Room to accommodate 2 Management, 2 Tech personnel. Standard office setup, to include at least two (2) tables with electrical outlets and internet connectivity.

Rooms should be clean, clear, temperature controlled, and have lighted mirrors, counters, chairs, adequate lighting, toilets (both men and women's when possible) not to be shared by any other show or attractions in the venue at the time, drinking water, standard electrical outlets, locks, and two (2) costume racks per room. For Polkadots, there must be access to a shower, with standard toiletries provided: soap, shampoo, and conditioner. There must be a dressing area, not accessible to the public, if no actual dressing rooms exist. Mad Libs Live & Polkadots will have sole use of the rooms during the time that the show(s) occupies the space. No shared space will be accepted unless cleared in advance by COMPANY at least 30 days in advance of arrival.

9. LOADING DOCK:

The loading dock must be clear and accessible, and able to accommodate road cases 3' wide by 7' high, (path between loading dock and stage must accommodate 10' long scenic units to make turns).

10. PARKING:

There must be safe and adequate parking (paid, if necessary) secured near the venue for one (1) 26 ft. box truck and one (1) large 12 passenger van. These vehicles require

PRESENTER (initial)____ Company (initial)____

MAD LIBS LIVE & POLKADOTS: TECHNICAL RIDER 2018

vertical clearance of at least 13'6" feet. If needed, PRESENTER must also secure, and, if necessary, pay for, parking for these vehicles at the hotel for the same number of nights as accommodations provided.

11. HOTEL

For the traveling Company of 10 individuals, PRESENTER will provide 4 double rooms and 2 single rooms, no more than ½ mile from the VENUE, in an at-least 3-star hotel, as defined by the website Travelocity. If more than ½ mile, PRESENTER must provide transportation to/from hotel to venue in the form of a shuttle, van or taxis for all ten (10) company members, scheduled to give each department adequate time to setup / close-out at Venue. Hotel rooms must all be non-smoking and have complimentary Internet service offered in the form of a wireless signal or a Business Center onsite. PRESENTER will be responsible for paying for all standard hotel costs, including taxes, fees, surcharges and local tourism fees.

12. SECURITY:

The Company requires unrestricted and reasonable access to the theatre, starting from the time of load-in through the end of load-out, including admittance to the lighting/sound booth, dressing rooms, and any other areas, which may be required for set-up, rehearsal, and performance. Security of Company Equipment and the safety of Company Personnel must be guaranteed while the Company occupies the premises.

13. EQUIPMENT

Two (2) 8' prop tables, one located offstage right and one located offstage left, lit with running lights. One Genie lift or Scissor lift for lighting focus. Ladders or other equipment to focus FOH will be the responsibility of the PRESENTER to secure prior to the arrival of the company and should be onsite prior to load-in.

13a. ADD'L ITEMS

For Mad Libs Live!, PRESENTER will be responsible for the copying, cutting & distribution of "audience participation forms." These four (4) forms, attached to this rider, should be printed on standard 8 ½ x 11 paper in four (4) separate colors: **NOUN:** Neon Pink, **VERB:** Neon Green, **ADJECTIVE:** Neon Yellow, **ADVERB:** Neon (Light) Purple. COMPANY will travel with golf pencils, to be handed out by the USHERS or made available at the Venue

PRESENTER (initial)____ Company (initial)____

MAD LIBS LIVE & POLKADOTS: TECHNICAL RIDER 2018

entrances for the Audience to use to fill out forms.

14. HOSPITALITY

Please provide bottled drinking water at all times, including load-in and load-out, for ten (10) people: performers, management, and crew. Water, sodas (diet & regular), coffee, tea, and light snacks must be provided for all shows and in place two (2) hour prior to curtain. If the set-up and performance schedule makes it impossible for the Company to take a break of at least 2 hours between set-up and half-hour call for the first scheduled performance, the PRESENTER must arrange to have hot meals provided on the premises. Meals will be cleared for all dietary needs, restrictions and preferences with the Company Manager at least 14 days before the scheduled tour stop. If served before 11am, please adhere to a normal breakfast offering; if afternoon meal provided, please offer a vegetarian option.

15. SCHEDULE

Performance times for both titles are 60 minutes in length. If PRESENTER schedules more than one (1) performance in a day, there must be at least one and one-half (1.5) hours between the end of the first performance and the half-hour call for the second (for a total of 2 hrs between curtain times). If PRESENTER books Polkadots and Mad Libs Live! in the same day, the following schedule between performances must be adhered to:

Mad Libs Live! to Mad Libs Live!	2hrs between shows
Polkadots to Polkadots	2hrs between shows
Mad Libs Live! to Polkadots	2hrs between shows
Polkadots to Mad Libs Live!	3 hrs between shows*

*This longer break is to give Actor the time to wash off the elaborate make-up plot from the Polkadots performance.

16. TICKETS

Four (4) complimentary tickets will be held, per performance, for use by COMPANY.
Four (4) house seats will be held, up to 30 mins prior to the performance, for use by COMPANY.

PRESENTER (initial)____ Company (initial)____

MAD LIBS LIVE & POLKADOTS: TECHNICAL RIDER 2018

17. BILLING INFORMATION

Please contact our Press Contact listed below for current billing.

18. MERCHANDISE

PRESENTER will provide a table space and one (1) salesperson at the venue to sell and account for merchandise, in cooperation with our merchandise salesperson. We will either carry merchandise on tour, or arrange to have it shipped to the venue in advance.

19. FORCE MAJEURE

Company's obligation to furnish the entertainment unit referred to herein is subject to the detention or prevention by sickness, inability to perform, accident, means of transportation, act of God, riots, strikes, labor difficulties, epidemics and any act or order of any public authority or any cause, similar or dissimilar, beyond Company's control.

Provided Company is ready, willing and able to perform, Presenter agrees to compensate Company in accordance with the terms hereof regardless of act of God, fire, accident, riot, strike or any event or events of any kind or character whatsoever, whether similar or dissimilar to the foregoing events which would prevent or interfere with the presentation of the show hereunder.

20. INCLEMENT WEATHER

Notwithstanding anything contained herein, inclement weather shall not be deemed to be a force majeure occurrence, and the Presenter shall remain liable for payment of the full contract price even if the performance(s) called for herein are prevented by such weather conditions.

Company shall have the sole right to determine in good faith whether any such weather conditions shall render the performance(s) impossible, hazardous, or unsafe.

PRESENTER (initial)____ Company (initial)____

MAD LIBS LIVE & POLKADOTS: TECHNICAL RIDER 2018

PRODUCTION COMPANY

Kevin Duda & Christopher Allen
Kevin Duda Productions, Inc
ontour@kevindudaproductions.com

BOOKING AGENTS

Off Broadway Touring
Info@OffBroadwayTouring.com

PRESS CONTACT

Combined-Forces Media
Loren Pomerantz
loren@combined-forces.com

TECHNICAL CONTACT

Eric Hansen
ErikHansen@Outlook.com

Lighting Design by Dave Upton

Sound Design by Florian Staab

Scenic Design by Julia Noulín-Merát

UNDERSTOOD AND AGREED:

PRESENTER'S SIGNATURE

DATE

PRINT NAME

TITLE

COMPANY/VENUE

COMPANY SIGNATURE

DATE

PRINT NAME

TITLE

PRESENTER (initial)____ Company (initial)____



NOUN

(A PERSON, PLACE, OR THING)

FIRST NAME

LAST NAME



NOUN

(A PERSON, PLACE, OR THING)

FIRST NAME

LAST NAME



NOUN

(A PERSON, PLACE, OR THING)

FIRST NAME

LAST NAME



NOUN

(A PERSON, PLACE, OR THING)

FIRST NAME

LAST NAME



ADVERB

(A word that modifies an Adjective or Verb.
An Adverb often ends in "ly" like:
"QUICKLY" "MYSTERIOUSLY" "HUNGRILY")

FIRST NAME

LAST NAME



ADVERB

(A word that modifies an Adjective or Verb.
An Adverb often ends in "ly" like:
"QUICKLY" "MYSTERIOUSLY" "HUNGRILY")

FIRST NAME

LAST NAME



ADVERB

(A word that modifies an Adjective or Verb.
An Adverb often ends in "ly" like:
"QUICKLY" "MYSTERIOUSLY" "HUNGRILY")

FIRST NAME

LAST NAME



ADVERB

(A word that modifies an Adjective or Verb.
An Adverb often ends in "ly" like:
"QUICKLY" "MYSTERIOUSLY" "HUNGRILY")

FIRST NAME

LAST NAME



ADJECTIVE

(A word that describes a Noun like
"PRETTY" "STINKY" "HUGE")

ADJECTIVE

(A word that describes a Noun like
"PRETTY" "STINKY" "HUGE")

FIRST NAME

FIRST NAME

LAST NAME

LAST NAME



ADJECTIVE

(A word that describes a Noun like
"PRETTY" "STINKY" "HUGE")

ADJECTIVE

(A word that describes a Noun like
"PRETTY" "STINKY" "HUGE")

FIRST NAME

FIRST NAME

LAST NAME

LAST NAME



VERB

(An action word, like "RUN" "EAT" "SLEEP")

VERB

(An action word, like "RUN" "EAT" "SLEEP")

FIRST NAME

FIRST NAME

LAST NAME

LAST NAME



VERB

(An action word, like "RUN" "EAT" "SLEEP")

VERB

(An action word, like "RUN" "EAT" "SLEEP")

FIRST NAME

FIRST NAME

LAST NAME

LAST NAME