CENTRE DES ARTS DE BANFF
CENTRE FOR ARTS AND CREATIVITY

Jenny Belzberg Theatre

Venue & Technical Information

Table of Contents

General Information	Page 2
Front of House	Page 3
Stage	Page 4
Stage Equipment	Page 6
Orchestra and Related Equipment	Page 7
Orchestra Pit	Page 7
Loading	Page 8
Lighting	Page 9
Sound	Page 12
Projection	Page 14
Wardrobe	Page 15
Dressing Rooms	Page 16
Visiting Production Information	Page 17
Union	Page 17
Policies and Procedures	Page 18

General Information

Contact and location information:

Campus switchboard:	(403) 762-6100
Box office:	(403) 762-6301 Toll-free: 1-800-413-8368
Mailing address:	Banff Centre for Arts and Creativity 107 Tunnel Mountain Drive Box 1020 Banff, Alberta T1L 1H5 Canada
Lobby entrance and box office:	NE corner of Theatre Complex, off St. Julien Way
Stage door and loading location:	SW side of Theatre Complex, off St. Julien Road
Website:	https://www.banffcentre.ca/

Theatre administration:

Executive Director, Arts:	Josephine Ridge	(403) 762-6129	Josephine_Ridge@banffcentre.ca
Director, Theatre Arts:	Amiel Gladstone	(403) 762-6124	Amiel_Gladstone@banffcentre.ca
Production Manager:	Andrew G. Smith	(403) 497-6239	Andrew_Smith@banffcentre.ca
Interim Technical Director:	Andrew G. Smith	(403) 497-6239	Andrew_Smith@banffcentre.ca
Audio and Music Technician:	Henry Ng	(403) 762-6413	Henry_Ng@banffcentre.ca
Director, Banff Centre Presents:	Josh Dalledonne	(403) 762-6120	Josh_Dalledonne@banffcentre.ca
Audience Sales & Service Manager (FOH/Box Office):	Kay Astop	(403) 763-6714	Kay_Astop@banffcentre.ca

.

Front of House

Audience capacity:

Orchestra pit elevator:	36	By advance arrangement only
Lower orchestra:	141	
Orchestra:	352	
Side balconies left and right:	34	17 per side – loose seating and wheelchairs
Galleries left and right:	30	15 per side
Gallery Centre:	18	N.B. 26 seats are removed from this section for house sound mix position, leaving 18 seats available
Wheelchairs:	4+	Included in 'Side balconies' count. Additional wheelchair spaces can be provided in Row F centre section
Typical capacity:	575	
Typical capacity expanded:	615	with 36 orchestra pit elevator seats in place.

Configuration:

Proscenium theatre, conventional fixed seating on a moderate rake, two stepped aisles.
One narrow 'Balcony' section per side, with loose seating.
Wheelchair seating is within the 'Balcony' sections, near the rear of the auditorium.

Seating holds:

Orchestra pit elevator seats are normally not installed (36 seats, rows PA, PB, PC).
***Please Note: Requires additional setup and cost – Please contact Technical Director well in advance if requested.
House sound mix position occupies 26 seating spaces (within rows AA, BB, CC).
Use of additional lighting and sound consoles etc. may require additional holds.
Use of additional PA may require additional holds for potentially obstructed sightlines.
Holds for video camera positions, etc. must be arranged well in advance.

Production position:

Located at rear of auditorium at centre behind Row R, in 'Gallery' section.
Wheelchair areas are not available for production equipment.

Box office:

In-person box office service is open from 45 minutes prior to showtime.
Phone service is open from noon to 4:00 p.m. (Mountain Time) Tuesday through Thursday.

Normal length of intermission:

20 minutes.

Related equipment:

A-V equipment, chairs, tables, displays, booths, etc. for lobby use are shared across campus.
Contact theatre well in advance for details and availability.

Stage

Stage dimensions:

Proscenium opening – width:	46'-7 ½ " (14.21 m)	Opening is narrowest at 1'-0" (0.305 m) downstage of plaster line Opening at plaster line is 47'-9" (14.55 m) W
Proscenium opening – height:	21'-6" (6.55 m)	Opening is lowest at 1'-0" (0.31 m) downstage of plaster line Opening at plaster line is 21'-9" (6.63 m) H Clear height to underside of line array at centre is 19'-6" (5.94 m)
Plaster line to upstage wall:	40'-3" (12.27 m)	Clear depth to conduit near centre
Plaster line to apron edge:	14'-4" (4.37 m)	Depth at centre – apron edge is curved. Minimum apron depth is 10'-3' (3.12 m) at approx. 19'-6" (5.9 m) SL and SR of centre
Plaster line to pit elevator:	4'-7" (1.40 m)	
Center line to stage right wall:	44'-3" (13.49 m)	Clear width to pin rail
Center line to stage left wall:	48'-4" (14.73 m)	Clear width to electrical panel guard
Stage floor to under grid:	49'-9" (15.16 m)	Clear height to underside of sheave wells
Center line to stage right catwalk:	39' (11.9 m)	Clear width to onstage edge approx.
Center line to stage left catwalk:	39' (11.9 m)	Clear width to onstage edge approx.
Stage floor to auditorium floor	2'-11" (0.89 m)	At row A centre

Stage floor:

Maple, painted black, from centre to 29'-6" (8.99 m) SL and SR.

Trap doors:

None.

Elevators:

One orchestra pit elevator on stage apron. See under "Orchestra Pit".
One freight-only elevator near loading dock and SR wing. See under "Loading".

Stage cross-over:

Location: between USL and USR loading and green room doors, via scene shop.
Length: approx. 120' (36.5 m) via loading door, 170' (51.8 m) via USR door.

Side-stage storage area:

Location: adjacent to SL wing.
Dimensions: approx. 14' x 40' x 21' H (4.3 x 12.2 x 6.4 m).
Access: two openings through SL wall, each approx. 9' W x 21' H (2.7 x 6.4 m).
Note: reserved for house storage and access to cross-over.

Stage notes:

Two acoustical shells are available by advance arrangement – see under "Orchestra and Related".
N.B. There are no flown acoustical headers.

IMPORTANT NOTE: The fire curtain must not be impeded by order of the Banff Fire Department.

Fly information: (See Lineset Schedule for More Details)

Total sets of lines:	52
Occupied lines:	29 16 – house masking, cycs, scrims, main drape, etc. 8 – house electrics (four electrics using two line-sets each) 2 – house electrics (single line-sets) 1 – projection screen (permanent – not available for scenery) 1 – fire curtain (permanent – not available for scenery) 1 – hemp set (house legs only – not available for scenery)
Available lines:	23 – with house masking and lighting hang etc. in place Some lines adjacent to house electrics may not clear. Clearing of occupied lines by advance arrangement only.
Line-set spacing:	8" (0.203 m) between most line-sets. (See Lineset Schedule for details)
Loading capacity:	1000 lb (464 kg) pending engineer's report
Length of pipes:	63' (19.2 m)
Size of pipes:	1.90" (48.3 mm) outside diameter (nominal 1-1/2") schedule 40
Max. flying height:	46' to 48' (14.02 m to 14.63 m)
Max. flying width:	75' (22.86 m)
Operation:	SR at stage level

Fly system notes:

Contact the Technical Director in advance regarding any flying requirements.
System is single-purchase counterweight, with 5 lift-lines at 15' (4.57 m) spacing.
See Lineset Schedule for details.

Hoists and control:

8	CM Model 'L'	1 tonne hoist, 60' chain length
2	CM Model 'L'	1 tonne hoist, 75' chain length
2	Stagemaker	1 tonne hoist, 60' chain length
4	CM ProStar	¼ tonne hoist, 60' chain length, single phase
4	CM	½ tonne hoist, length unknown
1	Skjonberg CS-400R	4-channel hoist controller with pendant
2	Skjonberg CS-800LX	8-channel hoist controller with pendant
1	Raynok MK2	Operator console with HC-100B pendant

Contact the Technical Director well in advance regarding any rigging requirements.

Stage Equipment

Draperies:

Legs:	10 2	16’ W x 25’ H (4.88 x 7.62 m) 8’ W x 25’ H	Black velour, flat Black velour, flat
Borders	5 1	63’ W x 15’ H (19.20 x 4.56 m) 63’ W x 8’ H	Black velour, flat Black velour, flat
Black out curtain:	1	63’ W x 25’ H (19.29 x 7.62 m)	Black velour, flat, one panel
Traveller panels:	2	29’-6” W x 25’ H (8.99 x 7.62 m)	Black velour, flat
Cyclorama:	1 1	59’-9”’ W x 25’-6” H (18.21 x 7.62 m) 59’-9”’ W x 25’-6” H (18.21 x 7.62 m)	Rosco Twin White FP/RP Black FP/RP
Scrims:	1 1	60’ W x 24 H (18.29 x 7.32 m) 60’ W x 24 H (18.29 x 7.32 m)	Black sharkstooth White sharkstooth
Main curtain: **(guillotine only)**	1	46’-0” W x 22’-0” H (14.02 x 6.71 m)	Red, fullness, in two panels

Risers: SHOWSDT “El Presidente”. Stock is shared across all venues.
Additional shared risers may be available – contact Technical Director.

17 22	4' x 8' (1.22 x 2.44 m) 4' x 8' (1.22 x 2.44 m)	Black Grey
4	2’ x 8’ (0.61 x 2.44 m)	Black
1	2’ x 4’ (0.61 x 1.22 m)	
	Assorted chair rails, skirting NO HANDRAILS	
	Assorted leg-sets	Heights from 6” through 36”

Chairs: 76– [black, wooden, armless]. See under “Orchestra” for specialty chairs.
Stools: 10 –high backless plain wooden bar stools, black.
5 – short backless plain wooden bar stools, black.

Lecterns: 1 – blonde oak finish. Shared across venues – contact Technical Director to arrange usage.
2 – blonde oak finish, matched. Shared across venues – contact Technical Director to arrange usage.

Tables: 2 – 4’ x 2’-0” (1.22 x 0.61 m) - black
10+ – 6’ x 2’-6” (1.83 x 0.76 m) - banquet tables
1 – 20” x 24” black
5 – 20” x 36” black
1 – 7’ x 31” Folding

Dance floors: Harlequin Liberty LatchLoc modular sprung dance floor system, by advance arrangement.
Harlequin Cascade vinyl dance floor black/grey ‘marley’ floor, by advance arrangement.
Additional marley floors may be available – contact Technical Director for details.

Personnel lifts: 1 – JLG 20MVL, drivable, platform height 19’-6” (5.94 m), capacity 350 lb (159 kg).
1 – MEC Handy Herman 24D, platform height 24’ (7.3 m), capacity 300 lb (136 kg).
MEC is shared with Margaret Greenham Theatre – contact Technical Director for availability.

Orchestra and Related Equipment

Acoustical shells: 9 – Wenger Diva rolling units 5’ W x 18’ H (1.52 x 5.49 m), black.
6 – Wenger Legacy Classic rolling units 6’ W x 15’-2” H (1.81 x 4.62 m) white
N.B. There are no flown acoustical headers.

Music stands: 100 – all-metal (various Manhasset and Wenger models).

Music stand lights: 34 – Aria Diva Model D1 4W LED.
50 – Manhasset Model #1000, 40W incandescent.

Conductor's rostrum and music stand:

1 – Wenger 32” x 38” x 6” H (0.81 x 0.97 x 0.15 m) grey carpet, detachable railing.
1 – Wenger 43” x 38” x 6” H grey carpet, no rail.
2 – Melhart Modern Curved Conductor’s Stand (One with shelf).

Orchestra chairs: 97 – Wenger Nota Standard fixed-height chair.
6 – Adjustable wood chairs.
4 – Piano Benches (Assorted).
Some assorted specialty chairs available – (please contact Henry Ng in Music for details)

Pianos: 1 – Steinway Model D (Hamburg) - 9’ concert grand.
1 – Steinway Model D (New York) - 9’ concert grand.
1 – Yamaha C3 - 6'-1" conservatory grand.

Note: Use of pianos and all other orchestra equipment must be arranged well in advance. Contact Henry Ng in Music.
Additional instruments and gear are housed in the music facility – contact Henry Ng in Music for details and availability.

Orchestra Pit

Access:	One floor below stage level, via stairs from stage level
Depth below stage floor:	11’-2” (3.40 m) max. Playing depth set by elevator and risers
Pit width:	42’ (12.8 m) at upstage wall
Pit length:	27' (8.2 m) at centre. Downstage wall is curved
Accommodated musicians:	Approximately 40
Elevators:	One pit elevator at stage apron, 36’-0” W x 9’-9’ L (10.97 x 2.97 m) at widest point and centre. Downstage edge is curved. One freight-only elevator – see under “Loading”
Safety net:	InCord OPN system Deployed whenever the pit is occupied for a production. Conductor’s hatch is semi-circular, radius 5’ (1.5 m)

Loading, logistics & shore power

Location:

Southwest side of Theatre Complex. Vehicle access is from St. Julien Way (via parkade entrance) or from Tunnel Mountain Drive (via service area entrance).
Distance from loading dock to centre stage is approximately 150’ (45.7 m)

Loading dock:

Dimensions: 10’ W x 28’-6” L x 4’-0” H (3.05 x 8.69 x 1.22 m)
Exterior, open on three sides, covered from dock edge to exterior loading door
Adjustable dock light on 3’ (1 m) arm, located above dock edge
Vehicle capacity: up to one 53’ semi-trailer at one time
Vehicle parking at and near the loading dock is very limited – contact Technical Director for details

Dock elevator:

Located at centre of dock edge. Service range is from ground level to dock heigh
Dimensions: 5’ W x 9’ L (1.52 x 2.74 m) Capacity: 3000 lb (1360 kg)

Loading doors:

Exterior: 17’-8” W x 7’-5” H (5.38 x 2.26 m)
Interior midway: 10’-10” W x 8’-7” H (3.30 x 2.61 m)
Stage (USR): 9’-0” W x 18’-9” H (2.74 x 5.71 m)

Part of the interior loading area has a 7’-10” (2.38 m) clear height to the underside of lighting fixtures.

Freight elevator:

From stage/loading level between loading dock and SR wing to orchestra pit, house storage, wardrobe shop, etc. one floor below.
Dimensions: 6’-9” W x 9’-7” L x 7’-6” H (2.6 x 2.31 x 0.19 m) Capacity: 5000 lb (2268 kg)

Related equipment:

1	Pallet truck 48” x 27” (1.22 x 0.69 m)	Capacity 5000 lb (2268 kg)
5	Solid top dolly 2’ x 4’ (0.61 x 1.22 m)	
1	Platform truck 2’-6” x 5’ (0.76 x 1.52cm)	Heavy-duty, pneumatic casters
2	Platform truck 2’-3” x 4’-6” (0.69 x 1.37cm)	Light-duty
2	A-frame panel truck 3’ x 4’ (0.92 x 1.22 m)	

Shore power:

2 – 50 A 120/208 V, NEMA 14-50R connector, located inside near loading dock.
May also serve as auxiliary power for Margaret Greenham Theatre.
1 – 15 A 120 V, NEMA 5-15R connector (convenience outlet), located near edge of loading dock.

Lighting

Location:

House lighting console is normally in an enclosed booth at the rear of auditorium
See **Sound** - **location** for details of the in-house production area.
Contact theatre well in advance if the production area is to be used.

Control consoles:

Main: ETC Gio@5 – 24,576 outputs
Remote: ETC Gio – normally set up in SL wing

Dimmers:

191 – Strand C21 2.4 kW Double Module (Dimmers)
24 – Strand C21 2.4 kW 3-way Double Module (Dimmer/Relay/Passthrough)
16 – Double Module Non-Dims

Lighting circuits:

System is dimmer-per-circuit. Connectors are NEMA L5-20 – 20 Amp twist-lock ground

Houselights:

Operation is DMX controlled. (From the Console or Paradigm system)
Auxiliary houselight control is located DSR.

Lighting positions: (Please Refer to Lighting Plot)

Electrics 1, 3-6	Onstage, overhead	63’ fly pipes, max. load 1000 lb each
Electric 2	Onstage, overhead	From Truss
Lighting Truss	Onstage, overhead	Movers
Side ladders L/R	Onstage, overhead	Approx. 40’ from CL, 4 per side, 4 fixtures each
Apron ceiling	Apron, overhead	6 openings, 6 fixtures recessed, house hang only
Caliper booms L/R	Near proscenium	Single vertical pipe from deck to +21’
Box booms L/R	Near balcony front	In line with apron edge, from head-high to +21’
FOH 1A	Auditorium, overhead	Approx. 30’ throw to DSC, underhung from FOH1
FOH 1	Auditorium, overhead	Approx. 30’ throw to DSC
FOH 2	Auditorium, overhead	Approx. 47’ throw to DSC
Under balcony L/R	Auditorium sides	Very low angle, approx. 40’ throw to DSC
Balcony door L/R	Auditorium mid-house	Medium angle, approx. approx. 60’ throw to DSC
Back of house	Auditorium rear	Low angle, approx. 80’ throw

Lighting instruments: See Lighting Plot for Venue Inventory
(see note below for information on our shared inventory)

SHARED INVENTORY:

SHARED COUNT	MAKE/MODEL	ITEM	WATTAGE
108	ETC Source 4	Body	565 W
1	ETC ColorSource Spot V	Body	
6	ETC S4WRD	Cap and Body	
2	ETC Source 4 Lenses	14º	
8	ETC Source 4 Lenses	19º	
26	ETC Source 4 Lenses	26º	
41	ETC Source 4 Lenses	36º	
35	ETC Source 4 Lenses	50º	
2	ETC Source 4 Lenses	90º	
5	ETC XDLT Lenses	5º	
5	ETC XDLT Lenses	10º	
5	ETC XDLT Lenses	19º	
1	ETC Source 4 EDLT Lenses	26º	
6	ETC Source 4 EDLT Lenses	36º	
2	ETC Source 4 Zoom 15º-30º	Fixture and Lens	575 W
8	ETC Source 4 Par	Fixture	
7	Chauvet ED Lenses	26º	
2	Selicon Pacific Cool 90º	Fixture	
102	Altman 8' PAR-64	Fixture	1000 W
12	Strand 10" (Patt 243)	Fixture	2000 W
20	Strand 6" Fresnel (3380)	Fixture	1000 W
40	Strand 8" (patt 223)	Fixture	1000 W

Important note:

Contact Technical Director well in advance regarding availability of items in the "SHARED" inventory, which are shared across multiple venues.

Followspots:

COUNT	SHARED	MAKE/MODEL	NOTES
3	+0	Pani HMV 1200–20 cm lens	In FOH 2
0	+2	Strong Trouperette 1000 W	Limited utility – contact TD

Haze machine: 2 – MDG Atmospheric APS haze generator. Contact TD regarding availability.

Color stock: Roscolux: wide assortment, in cardboard frames and roll stock. Lee: limited stock.

Accessories and hardware:

N.B. Contact Technical Director well in advance regarding availability of items in the "SHARED" column

COUNT	SHARED	ITEM
0	+246	"A" size gobo holder for ETC Source Four
0	+115	"A" size gobo holder for Century/Strand
0	+25	"A" size gobo holder for Colortran Mini-Zoom
0	+3	Glass gobo holder for ETC Source Four
0	+2	"B" size gobo holder for Altman 1KL
0	+7	"B" size gobo holder for Altman 360Q
0	+29	Drop-in iris unit for ETC Source Four
0	+10	Drop-in iris unit for Colortran Mini-Zoom (uses gobo holder)
0		Assorted barn doors and top hats
7	+0	Apollo DMX auto-iris
7	+0	Rosco I-Cue Intelligent Mirror
0	+8	Custom rolling boom 7'-6" (2.29 m) H, 4 fixtures each
0	#	Assorted boom bases, pipes, side-arms, floor plates
8	+0	Hanging ladder, 4 fixtures each
7	+0	Orchestra pit wall lighting hanger
8	+0	Bumper rings
0	18	8' section Prolyte truss
0	4	Prolyte truss corner block
0	4	Prolyte truss floor plate

Note: See house lighting plot and paperwork for detailed information.

Auxiliary power:

1	100 A 3-phase 120/208V Cam-Lok 'J'	SL wall, midstage
1	200 A 3-phase 120/208V Cam-Lok 'J'	SL wall, midstage
1	400 A 3-phase 120/208V Cam-Lok 'J'	SL wall, misdtage

Auxiliary power notes:

Contact Technical Director well in advance to arrange for permit and hook-up electrician.
All the above are fed from one 400A panel.
All equipment and conductors must be CSA-approved (or equivalent) and must display valid approval stickers.

Sound

Location:

Sound mix / production area is at rear of auditorium, centre of 'Gallery' section.
Additional sound and lighting consoles, etc. in this area only.
Dimensions: approx. 25' W x 9' L (7.6 x 2.7 m) with all seats removed from this section.
Contact theatre well in advance if the production area is to be used.

Front-of-house mixing console:

DiGiCo Quantum 338 – 128 input channels, 38 faders.

Additional consoles: Subject to availability. See note below regarding shared inventory.

SHARED	MAKE/MODEL	ITEM
1	DiGiCo SD9	96 input channels, 24 faders
1	DiGiCo SD11	48 input channels, 12 faders
1	Yamaha DM100	48 input channels, 17 faders
1	DiGiCo Quantum 225	72 input channels, 25 faders

Installed PA system:

20	Meyer Sound M'elodie	Line arrays left and right – 10 per side
6	Meyer Sound M'elodie	Line array centre
4	Meyer Sound 700-HP	Subwoofers left and right – 2 per side stacked
5	Meyer Sound M'elodie	Front fill – 5 single cabinets across apron edge
8	QSC Q12	Onstage side fills – 4 per side, suspended overhead Limited use – suitable for dance foldback etc.
22 6	Meyer HMS-5 Meyer HMS-10	Cinema surround-sound system

Playback and recording:

1	Figure 53 QLab Version 4/5	Show control software (shared inventory)
1	Marantz PMD580	Compact flash card recorder

Monitor speakers: (Subject to Availability as is shared inventory)

10	JBL 712M	2-way stage monitor, bi-amped
8	L-ACOUSTICS 112P	Coaxial enclosure, self-powered

Microphones and DI boxes: Subject to availability. See note below regarding shared inventory

SHARED	MAKE/MODEL	ITEM
8	Shure SM58	Dynamic – cardioid
6	Shure SM57	Dynamic – cardioid
4	Shure SM81	Condenser – cardioid
1	Shure Beta 56	Dynamic – supercardioid
1	Shure Beta 52	Dynamic – modified supercardioid
1	Electro-Voice RE-20	Dynamic – cardioid
2	Sennheiser 421	Dynamic – cardioid
2	Sennheiser MD 509	Dynamic – cardioid
1	AKG 451 / CK1S	Condenser – cardioid
2	Audix OM3	Dynamic – hypercardioid
10	Radial JDI	Passive DI
2	Radial ProD2	Passive DI

Microphone stands and cables: Subject to availability. See note below regarding shared inventory

SHARED	MAKE/MODEL	ITEM
18	K & M	Tall microphone stands with telescoping booms
4	K & M	Short microphone stands with telescoping booms
56		25’ (7.62 m) XLR microphone cables
6		50’ (15.24 m) XLR microphone cables
12		6’ (1.83 m) XLR microphone cables
12		Instrument cables

Note: Microphones, DIs, mic stands, etc. are shared across multiple venues.
Contact Technical Director well in advance regarding availability of items in the “SHARED” columns.

Wireless microphones:

Wireless microphone systems are in a separate campus-wide inventory and must be reserved well in advance. Contact Technical Director for details.

Intercom system: (Note: Booth and FOH wired only)

1	Clear-Com MS-400A	4-channel main station, located DSR
8	Clear-Com FS II-BP	Wireless beltpack / headset combination
8	Clear-Com, various models	Wired beltpack / headset combination – 24 locations (shared)

Program sound and paging:

Backstage program sound with discrete level control in each dressing room.
Backstage paging from DSR.

Projection

Location: Enclosed projection booth at rear of auditorium.
Throw distance to cyclorama: 121'-5' (37.0 m)
Throw distance to large screen: 97' (29.6 m)

Projectors: (Please Note that All projectors are shared inventory and may be in use in other Spaces. Please Contact Technical Director in advance for availability)

1	Panasonic PT-RZ34K2	34,000 Lumens Laser - Stack and Carry Frame - Currently 1920*1080 Resolution
2	Panasonic PT-RZ14KU	14,000 Lumens Laser - Stack and Carry Frame - Currently 1920*1080 Resolution
4	Christie Mirage HD20K-J	20,000 lumen 3DLP (1920x1080) projector
4	Christie Captiva DHD400S UST 0.25:1 lens	3,500 lumen 1DLP HD (1920x1080) projector
2	Christie DS+300W 1:1 lens	3,300 lumen 1DLP (1400x1050) projector
1	NEC MT1065 1.35:1 lens	3,200 lumen 3LCD (1042x768) projector

Lenses: Please See Projection Inventory Document for Lens Inventory (Also Shared inventory).

Screens: Please Refer to 'Staging' Section for complete list of Projection Surfaces.
Various 'Fast-Fold' screens also available – contact Technical Director.

Converters and switcher:

4	Theatrixx HDMI-SDI	Input: 1 x HDMI 1.2 type A locking Output: 2 x 3G/HD/SD SDI BNC
5	Theatrixx SDI-HDMI	Input: 1 x 3G/HD/SD SDI BNC Output: 1 x HDMI 1.2 type A locking 2 x 3G/HD/SD SDI BNC
1	Theatrixx HDMI-HDBaseT	Input: 1 x HDMI 1.4 locking Output: 1 x HDBaseT 1.0 shielded EtherCON
1	Theatrixx HDBaseT-HDMI	Input: 1 x HDBaseT 1.0 shielded EtherCON Output: 1 x HDMI 1.4 locking
1	Theatrixx SDI distribution amplifier	Input: 1 x 3G/HD/SD SDI BNC Output: 4 x 3G/HD/SD SDI BNC
1	Roland V-160HD	8-input / 3-output switcher

Computers:

1	Mac Studio M3 Ultra 96 GB memory (2025), by special arrangement only
1	MacBook Pro M3 Max (2024) 36 GB memory
1	MacBook Pro Intel i7 (2017) 16 GB memory
1	HP ZBook G2 (2014)

Note: Projection equipment is shared across multiple venues. Contact Technical Director well in advance to confirm availability. Venue has extensive audio-visual distribution.

Wardrobe

Location:

Wardrobe shop is one floor below stage level.

Access:

Stairwells near USR and DSL.
Crates, gondolas, racks, etc. via freight-only elevator near loading dock and SR wing.
See details under “Loading”.

Equipment:

1	Whirlpool washing machine
1	Maytag washing machine
1	Maytag large-capacity washing machine
1	Whirlpool dryer
1	Maytag heavy-duty dryer
1	Econ-O-Wash commercial dryer
1	Black & Decker domestic steam iron
1	Beauatural domestic steam iron
1	Sundu domestic steam iron
3	Sunbeam domestic steam iron
5	Ironing boards
2	Jiffy profession steamer
3	Pfaff Select 1548 domestic sewing machine
1	Janome MyLock 634D 2-needle serger
6	Rolling costume racks 1’-8’ W x 5’ L x 6’-5” H (0.81 x 1.52 x 1.96 m)
7	Laundry baskets

Notes:

Listed is wardrobe equipment available to productions engaging staff dressers.
Equipment is shared with other venues – contact Technical Director to confirm availability.

Wig room with vented workstations and a wig drying cabinet may be available – contact TD.

Dressing Rooms

Location:

Adjacent to the stage right wing, at stage level.

Access:

Directly from the stage right wing, and from upstage left via cross-over through scene shop.
The house left lobby can be accessed through a stairwell near the dressing rooms.

Description:

Dressing room 1	2 make-up mirrors, 1 sink	
Dressing room 2	7 make-up mirrors, 1 sink	
Dressing room 3	3 make-up mirrors, 1 sink	
Dressing room 4	14 make-up mirrors, 3 sinks	(de facto Chorus Room)
“Green room”	15 make-up mirrors, 3 sinks	(de facto Chorus Room)
Un-named X	4 make-up mirrors, 1 sink	Access through Dressing Room 4
Un-named Y	Normally used as staff office	Access via separate hallway – not available
“Grey Zone”	Chairs and tables only Program video in this room only	(de facto Green Room)
Showers	6 total	2 each in 2 largest dressing rooms 1 shared between DR1 and Y 1 shared between DR3 and X
Washrooms	4 total	2 washrooms separate from dressing rooms 1 toilet shared between DR1 and Y 1 toilet shared between DR3 and X

Production office:

Contact Technical Director regarding production office requirements, including secure wi-fi network.

Notes:

All dressing rooms have fixed costume racks and hat shelves.
All dressing rooms have program sound, with discrete level control in each.
Dressing rooms are shared with the Margaret Greenham Theatre.
Contact Technical Director to confirm availability.

Visiting Production Information

Directions to theatre:

Maps and directions are available online at: https://www.banffcentre.ca/maps-directions

Accommodation, transportation, services:

Contact theatre. Campus FAQs are available online at: https://www.banffcentre.ca/devo/faq

Internet access:

Wireless internet is available throughout the venue and campus. No password required.

Event security and backstage hospitality/catering:

Provided in-house. Contact theatre well in advance to arrange.

Climate and surroundings:

The Banff Centre campus is within a National Park in the Rocky Mountains.
Altitude is approximately 4700' (1430 m) above sea level.
Climate is sub-arctic (Köppen classification Dfc).
Wildlife may be encountered.
Additional information is available online at:

https://parks.canada.ca/pn-np/ab/banff/securite-safety/meteo-weather
https://parks.canada.ca/pn-np/ab/banff/securite-safety/faunesecurite-wildlifesafety

Union

All theatre staff are employed The Banff Centre for Arts and Creativity, under a collective agreement with The Canadian Union of Public Employees (CUPE) Local 4318

Theatre management determines all staffing levels.

Policies and Procedures

Venue policies and procedures:

Smoking is prohibited in all indoor spaces and within 16’ (5 m) of any building. For the locations of approved outdoor smoking areas, contact reception or call the campus switchboard at (403) 762-6100.

Please contact the Technical Director to Discuss any proposed use of Open Flame and Special Effects.

Contact Technical Director for full-venue policies and procedures.

Campus policies and procedures:

Banff Centre policies and procedures are available online at:

https://www.banffcentre.ca/policies-procedures