CENTRE DES ARTS DE BANFF
CENTRE FOR ARTS AND CREATIVITY

Margaret Greenham Theatre

Venue & Technical Information

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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 side 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:

House left	62	
House centre	120	
House right:	62	
Wheelchairs:	4	At stage level within Row A, house left and house right. Access is via downstage right door.
Maximum capacity:	244	With no seats held for mix position
Typical capacity:	222	With 22 seats held for house sound mix position

Configuration:

Studio theatre, end-on stage. Fixed raked seating, straight rows, two stepped aisles
Wheelchair seating is at stage level in Row A

Seating holds:

House sound mix position normally occupies 22 seating spaces (Row H and part of Row G)
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.
See details under “Sound – Location”. Contact theatre well in advance if this area is to be used.
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:

Center line to stage right wall:	30'-0" (9.14 m)	SR wall has a small number of permanently attached panels, etc. up to 6" deep
Center line to stage left wall:	30'-0" (9.14 m)	SL wall has numerous permanently attached panels, etc. up to 1' deep
Height to fixed grid:	17'-7" (6.36 m)	From stage floor to underside of fixed grid. Clear height to underside of loudspeaker array downstage centre is 14'-5" (4.39 m)
Stage opening width:	40'-0" (19.19 m)	Set by hard masking flats DSL/DSR Drapery legs are on SL/SR tracks, adjustable down to 15' (4.6 m) W opening
Width to side masking:	52'	On US/DS tracks 32' (9.75 m) long
Setting line to upstage wall:	40'-5"	Clear depth to radiators
Setting line to RP	34'-9"	
Setting line to seating clear:	0' (0 m)	First seating row is removable.
Stage floor to auditorium floor:	n/a	First seating row is at stage level

Stage floor:

Maple, painted black

Trap doors:

None

Elevators:

No stage elevators.
One freight-only elevator, near loading dock. See under "Loading".

Stage cross-over:

Location: upstage of cyclorama and/or black backing.
Length: approx. 90' (27 m) from mid-stage left to mid-stage right
Alternate crossover via hallways and stairs: approx. 300' (90 m)

Stage notes:

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

Fly information:

No fly system – theatre is fixed-grid

Rigging information:

Rigging capacity is limited. Contact Technical Director regarding any rigging requirements.

Stage Equipment

Draperies:

Flats:	2	16’ W x 25’ H (4.88 x 7.62 m)	Hard flats, DS portal SL/SR
Legs:	4 4 8	12’ W x 16’-6” H 20’ W x 16’-6” H 4’ W x 16’ H	On 20’ SL/SR tracks On 20’ SL/SR tracks On 32’ US/DS tracks
Traveller:	1	50’-0” W x 17’-2” H	Flat-sewn
Cyclorama:	1	50’-0” W x 17’-2” H	Black RP
Scrim:	1	50’-0” W x 17’-2” H	Black sharkstooth
Border:	1	50’-0” W x 2’-0” H	To mask top of cyc/traveller only
Main curtain:	n/a	None	

Risers: SHOWSDT “El Presidente”. Stock is shared with Jenny Belzberg Theatre.
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: Rosco Dance Floor black/grey vinyl ‘marley’ floor, by advance arrangement
Additional marley floors may be available – contact Technical Director for details

Personnel lifts: 1 – Hy-Brid PS-1430 driveable scissor-lift with extension deck
Platform height 14.3’ (4.36 m) Capacity: 2 persons / 700 lb (318 kg)

1 – MEC Handy Herman 24D, platform height 24’ (7.3 m), capacity 300 lb (136 kg)
Shared with Jenny Belzberg Theatre – contact Technical Director for availability

Orchestra and Related Equipment

Acoustical shell: 6 – Wenger Legacy Classic rolling units 6' W x 15'-2" H (1.81 x 4.62 m) white
By special arrangement only – contact Technical Director
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:

None

Loading

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: approx. 130' (40 m) via USL, 90' (27 m) via USC

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 USC: 9'-11.5" W x 8'-9" H (3.03 m x 2.66 m) with slight incline up to stage level
Interior USL: 5'-6" W x 6'-6" W (1.67 x 1.98 m) with slight incline up to stage level, via midway door
Interior midway: 10'-10" W x 8'-7" H (3.30 x 2.61 m)

Interior USC door has limited utility due to cyclorama normally in place upstage
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 near loading dock to 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 stage.
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 under “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 Ion Xe 20 – 12,288 outputs, 2 monitors plus 2 monitors for designer use
Remote/backup: ETCnomad 6,144 outputs

Dimmers:

192 – Colortran Dimension 192 2.4 kW dimmers

Lighting circuits:

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

Houselights:

Operation is from lighting control booth (from the Console)
Auxiliary houselight control is located USL.

Lighting positions:

Pipe grid (fixed)	Stage overhead	17’-7’ fixed height 1.90” (48.3 mm) outside diameter schedule 40 pipe 9 pipes US/DS, 11 pipes SL/SR
FOH	Auditorium overhead	Approx. 33’ (10 m) throw to centre stage
Booms	Deck SL/SR	By advance arrangement only – contact TD See under “Accessories’

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	WATTAGE	NOTES
0	2	Strong Trouperette	1000 W	Limited utility – contact TD

Haze machine:

2 – MDG Atmospheric APS haze generator (shared inventory – contact TD regarding availability)

Colour 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
6	+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
0	18	8’ section Prolyte truss [model/size?]
0	4	Prolyte truss corner block
0	4	Prolyte truss floor plate

Auxiliary power:

1	100 A 3-phase 120/208V Cam-Lok ‘J’	Near USL corner.
1	100 A 3-phase 120/208V Cam-Lok ‘J’	In loading area, approx. 75’ from USC
2	50 A 120/208V NEMA 14-50R	In loading area, approx. 75’ from USC May also serve as shore power

Auxiliary power notes:

Contact Technical Director well in advance to arrange for permit and hook-up electrician.
All equipment and conductors must be CSA-approved and must display valid approval stickers.

Sound

Location:

Enclosed booth at rear of auditorium,
In-house sound mix / production area is at rear of auditorium, centre section.
Additional sound and lighting consoles, etc. in this area only.
Contact theatre well in advance if the production area is to be used.

Booth mixing console:

Allen & Heath SQ-5 – 48 input channels, 17 faders

Booth mixing console:

DiGiCo Quantum 225 – 72 input channels, 25 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:

2	Meyer ULTRA-X40	Centre cluster – flown
4	Meyer ULTRA-X40	Mains left and right – 2 per side flown
4	Meyer 750-LFC	Subwoofers left and right – 2 per side stacked
5	Meyer ULTRA-X20	Front fill – 5 single cabinets across downstage
4	Tannoy CPA-15fm	Side Fills/Off Stage Monitors – 2 per side flown

Playback and recording:

1	Figure 53 QLab Version 4/5	Show control software (shared inventory)

Monitor speakers: (Subject to availability - 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 MIX POSITION WIRED ONLY******

1	Clear-Com	2-channel main station, located DSR
4	Clear-Com FS II-BP	Wireless beltpack / headset combination
8	Clear-Com, various models	Wired beltpack / headset combination – 7 Locations (shared)

Program sound and paging:

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

Projection

Location: Enclosed projection booth at rear of auditorium.
Throw distance to cyclorama: 59'-5' (18.1 m)
****Rear Projection not available in this venue****

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 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:

Stairwell near USL.
Crates, gondolas, racks, etc. via freight-only elevator near loading dock and SL 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 work-stations and a wig drying cabinet may be available – contact TD.

Dressing Rooms

Location:

Adjacent to the stage left wing, at stage level.

Access:

Directly from the stage left wing, and from stage right via cross-over.
The 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 TD 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 Jenny Belzberg Theatre.
Contact Technical Director to confirm availability.
Wireless Internet is available throughout the venue and campus. No password required.

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