



Classic Stage Company

## Technical Information Packet (Spring 2024)

Lynn F. Angelson Theater  
136 East 13th Street  
New York, NY 10003  
Main # 212.677.4210

Primary Technical Contact:  
John Nehlich, Facility Manager  
[John.nehlich@classicstage.org](mailto:John.nehlich@classicstage.org)



**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 booking request. Changes to lighting, audio, or rigging configuration and use of some equipment may result in additional costs.

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## GENERAL INFORMATION

### **Classic Stage Company**

Lynn F. Angelson Theater  
136 East 13th Street  
New York, NY 10003  
Main # 212.677.4210

**Website**          Classicstage.org

### **Socials**

Facebook          classicstagecompany  
Instagram        classicstage  
Youtube            ClassicStageCompany

### **Classic Stage Company Personnel**

Producing Artistic Director	Jill Rafson	jill.rafson@classicstage.org
General Manager	Kathryn McCumber	Kathryn.mccumber@classicstage.org
Facility Manager	John Nehlich	john.nehlich@classicstage.org

### **Emergency Numbers**

#### **ALL EMERGENCIES – 911**

Police and Fire Non-Emergency: 311  
NYPD General inquiries: 646.610.5000

### **Hospital (closest to theatre)**

MT. Sinai – Union Square  
10 Union Square E  
9:00AM-5:00PM 7 days/week  
212.420.2000

### **Urgent Care (closest to theatre)**

CityMD East 14th 216 E 14 <sup>th</sup> Street 8a-8p M-F, 9a-5p St-Sd 212.256.1049	CityMD West 14 <sup>th</sup> 14 W 14 <sup>th</sup> Street 8a-midnight M-F, 9a-9p St-Sd 212.390.0558
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## Directions & Parking

Box Office (Located in lobby of theatre)  
212.677.4210 x10  
Open Monday-Friday an hour before performance.

Located 3 blocks from the Union Square East 14<sup>th</sup> Street station.



## Accessibility

### PERFORMERS

Unfortunately, the crossovers behind the seating and backstage dressing rooms are not accessible. There are 2 steps from the stagehouse up to the threshold leading to the backstage dressing room area. And the two crossovers are approx. 2' wide.

### PATRONS

**Wheelchair Seating:** available for all performances, and the theater has a wheelchair-accessible restroom. Our Front of House staff is ready to assist you to your seats upon arrival.

**Assistive Listening Devices:** We have 12 Assistive Listening Devices (LT-800-072-02) with optional neck induction loop lanyard.

**Seating:** There are two types of chairs for seating. Red chairs make up most seating and are 16" wide x 17" deep, with armrests that are 18" apart.

The first row of each section and additional aisle seats are removable grey chairs that are 16" wide x 17.5" deep, with a cushion. They do not have armrests.



Red Seat



Grey Seat

## Event Signage Locations

### EXTERIOR

There are multiple locations permitted for approved event signage:

- 2' x 3' frame on Exterior Door - with protective clear covering

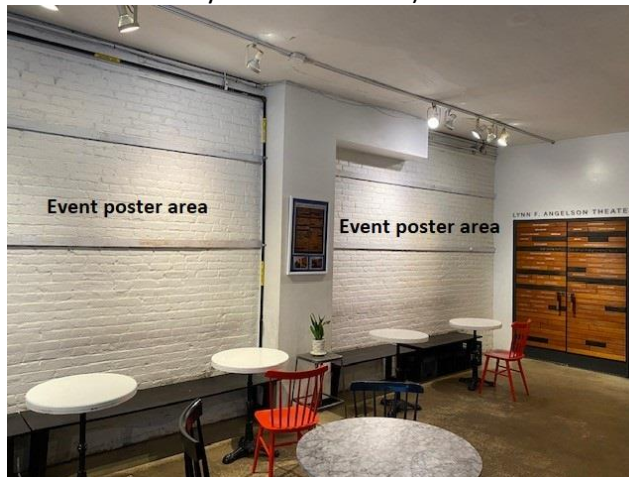


### INTERIOR

- 2' x 3' frame next to box office – does not have protective clear covering



- Wall across from the box office. Signage can be hung from wood strips or brick wall (no nails or screws may be used on wall).



## Load-In Area

### **Location**

Street-level loading doors are located on 13<sup>th</sup> street. Truck temporary parking is curbside parallel to load-in doors. Main exterior double doors do not have a removable mullion.

There is a secondary set of exterior doors with no mullion. If these doors are needed, this must be arranged with the Facility Manager at least 48 hours in advance of use.

The interior doors from the lobby into the theatre consist of two sets of double doors with no center mullion. Care must be taken with these doors. There is a small elevation change between these two sets of doors with a short interior ramp leading to the inside of theatre.

### **Dimensions and Description** (*\*Interior measurements are maximum clearance between smallest points*)

Main Exterior Doors (with center mullion)

Width:    Height:

Exterior Door (no mullion) to lobby/cafe

Width: 5' 4"    Height: 6' 7"

Main Theatre Doors

Width: 4' 6"    Height: 6' 7"

Interior Theatre Doors

Width: 4' 6"    Height: 6' 10"

Approximately 50' push from truck to interior theatre. Street does not have ramp to sidewalk; must lift over curb from street or provide ramp.

## Carpentry

### **Stage Area Dimensions (allowing 3.6 feet of path clearance in front of first row of seating):**

Downstage to Upstage: 38' 4"

Downstage width: 14' 9"

Upstage width: 41' with some obstructions

### **Seating Tier Height:**

1<sup>st</sup> Row:        0"

2<sup>st</sup> Row:        8"

3<sup>rd</sup> Row:        24"

4<sup>th</sup> Row:        40"

5<sup>th</sup> Row:        56"

Stage Height, standard configuration:    0"

## Stage Floor

Consists of various widths of two-inch wood planks, stained in brown and attached to plywood subfloor with finishing nails and screws.

Additional attachment to the floor is not permitted. Any potential attachment needs should be discussed with the Facility Manager before designs are finalized.

## Seating (standard configuration)

**Total House Seats: 196**

### West Seating(100s)

1 <sup>st</sup> Row:	15 (incl. 4 ADA)
2 <sup>st</sup> Row:	16
3 <sup>rd</sup> Row:	16
4 <sup>th</sup> Row:	16
5 <sup>th</sup> Row:	<u>18</u>
<b>Total:</b>	<b>81</b>

### North Seating(200s)

1 <sup>st</sup> Row:	9 (incl. 4 ADA)
2 <sup>st</sup> Row:	9
3 <sup>rd</sup> Row:	9
4 <sup>th</sup> Row:	11
5 <sup>th</sup> Row:	<u>13</u>
<b>Total:</b>	<b>51</b>

### East Seating(300s)

1 <sup>st</sup> Row:	12 (incl. 4 ADA)
2 <sup>st</sup> Row:	13
3 <sup>rd</sup> Row:	14
4 <sup>th</sup> Row:	13
5 <sup>th</sup> Row:	<u>12</u>
<b>Total:</b>	<b>64</b>

## House Draperies (soft goods)

We do not have in-house draperies.

## Line Set Information

There is no fly loft or counterweight system in the theater.

## Support Areas

### Crossover

Behind South risers and under West risers. Height through west risers is 6' clearance.

### Access

Dressing rooms are accessed via downstage left. There are no curtains that cover this or the connecting crossover areas. The upstairs loft area has one storage room which doubles as a small dressing room, when needed.

**Trap**

None.

**Shop Area**

None.

**Storage**

Very limited storage is available. If needed, must be planned with Facilities Manager in advance of load-in.

## Lighting

*\*All lighting and related material are rented and seasonal dependent. Please check with CSC FM for current inventory.*

**Permanent Grid Height:** 20'

**Power****Company Switch**

120/208V; 3-phase, 400A with dial-down to 160A, cam connectors with reversed ground and neutral. Located in South Riser crossover.

**Dimmers (in-house rental)**

Non-dim rack (for worklights)

**Lighting Console (in-house rental)**

ETC ION w/ fader wing.

**Console Locations**

Booth perch downstage right, above audience entrance. Console may be moved to dimmer room for larger productions, though there is no direct line of sight in the dimmer room to the stage.

**Houselights**

Vary depending on season.

**Work lights**

5 mini-10 flood lights operated via manual switch on dimmer rack (in dimmer room) and/or main dimmer breaker.

**House Rep Plot**

Contact Facilities Manager for current drafting.

**Equipment Inventory**

Varies based on season. Contact Facilities Manager for current inventory.



**In-house DMX Runs**

None.

**3-pin Cable**

5' – 10	20' - 10
10' – 5	100' - 1
15' – 10	

**Film, Video, and Projection Equipment**

We have two projectors with boxes: NEC NP4100/NP4100W

**Haze, Fog, Atmospheric**

it is CSC's preference to not use Fog/Haze in the space. However, we recognize that certain exceptions may be made on a case-by-case basis. All equipment must be AEA approved with corresponding paperwork. All NYFD rules and certifications must be followed including having an E27 cardholder onsite when system is in use.

**Other**

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

All grid work is only accessible via ladder or in-house scaffolding.

Ladder inventory:

- 1 – 28' extension
- 1 – 16" A-frame
- 1 – 12" A-frame
- 2 – 6' A-frame

Scaffolding: 20' high w/ outriggers & 3 levels.

**Sound**

**Power**

**House Audio Power**

Designated breaker with 4 grounded Edison plugs. Three at 20A and one at 30A.

**Wiring**

Cabling can be run to most locations within space.

**Console Locations**

Booth perch downstage right, above audience entrance. Console may be moved to dimmer room for larger productions, though video feed may be needed as there is no direct line of sight to stage from dimmer room.

**Assisted Listening Devices**

ALDs available at Box Office, via Front of House staff. (\*these are operated via house console)

### **Monitor/Paging System**

Four backstage monitors located in Dressing and Wardrobe areas. Paging mic located in control booth. Hanging microphone downstage left provides live backstage feed(console operating feed varies).

### **Production Communication**

CSC does not have in-house wired/wireless communication devices of any kind.

### **Equipment Inventory**

#### **Sound Console**

01V 96 Digital Mixing Console

#### **Portable Speakers**

None.

#### **In-house Speakers**

EAW JF200 (2)

JF 80 (4)

JF 60 (2)

Galaxy Hotspots (4)

Subwoofer: JRX100 (2)

#### **Amplifiers**

QSC GX7 (1)

QSC RMX 850 (1- one working channel)

Yamaha PS7000S (2)

#### **Microphones**

SM58 (non-mutable) (4)

Wireless Shure BLX24 (1)

#### **Mic Stands**

Straight

Straight(short)

Boom arms

#### **Playback**

Mac Mini w/Qlab

#### **Other**

Fender Passport Venue Series 2 Portable PA System.

Upright Piano w/adjustable padded bench– Yamaha Ebony MC10A

## Props, Miscellaneous Equipment

### Music

**Stands:** 12

**Stand Lights:** a dozen standard, wired

**Conductor Podium:** None.

**Piano:** Upright

### Other Equipment

8 – 2.5' x 6' folding tables

## Wardrobe

### Dressing Rooms

Dressing rooms are located at street level, accessible from downstage left or via the backstage exterior door on 13<sup>th</sup> street. All dressing room stations have mirrors, counters, make-up lights, chairs, security storage and a cubby. The dressing room can be partitioned off into separate rooms, allowing for three rooms of 4, 6, 2 stations. There's also a small kitchenette area.

Restrooms/washing: There are two single occupancy restrooms connected to a small washing area which includes a standard sink and shower stall area (next to wardrobe washing area).

### Wardrobe Area

A small wardrobe area is available backstage, next to stacked washer/dryer unit, and wash sink. This area includes two clothes hanging bars and misc. shelves of wardrobe supplies. The dressing room is also an optional location for wardrobe when space allows.

**Irons:** 2

**Ironing Boards:** 1

**Steamers:** 1

**Racks and Hangers:** 4 rolling garment racks are available, and a small supply of hangers.

**Quick Change Booths:** None.

**Laundry:** Washer and dryer are located backstage, reserved for production use. These are energy efficient and aren't built for heavy washing cycles.

- Washer: LG ThinQ Dual Invertor HeatPump
- Dryer: LG ThinQ

### **Dry Cleaners (recommended vendor)**

Hattan Cleaners

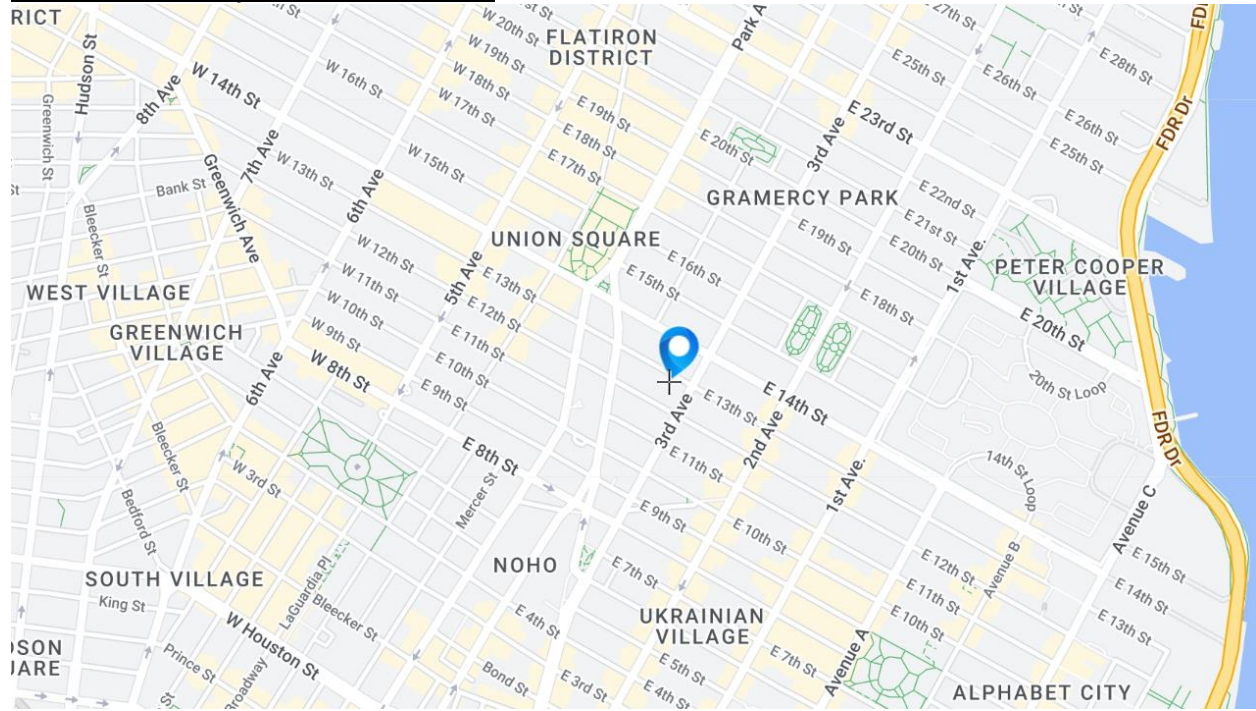
141 3<sup>rd</sup> Ave, NY, NY 10003

212.477.1740

### Green Room

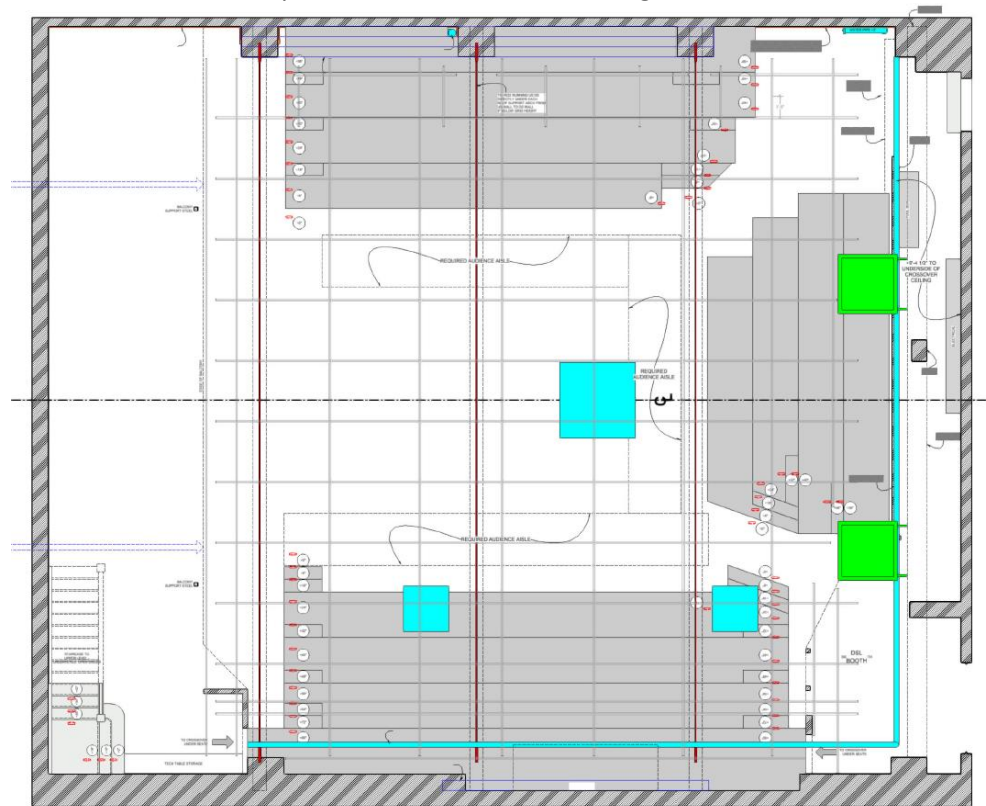
There is no dedicated green room. However, depending on the size of the cast, one of the dressing room areas can be partitioned off as a temporary green room area.

**Attachment A: Map of Theater Location**



**Attachment B: Ground Plan**

Contact Production Department for full-sized drawing.

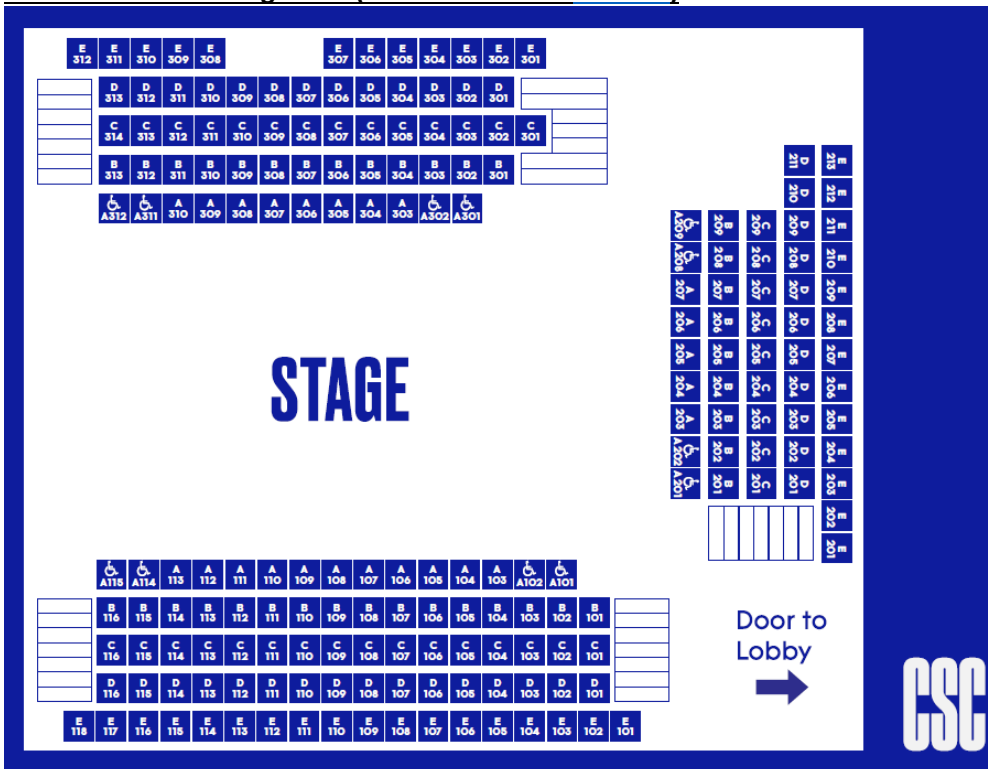




**Attachment D: Photos of Stage and House**  
*(Lighting pictured is not current)*



**Attachment E: Seating Chart (also available on [website](#))**



## Attachment F: Policies

### **Policies - General**

**House Opening(CSC affiliated productions):** 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.

**Personnel Access:** The visiting company manages their own staff access. CSC reserves the right to restrict backstage access. All personnel must be prepared to sign-in or show identification at the stage or lobby door, if requested.

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

**Fire Guard:** The visiting company MUST provide certified fire guard for all performances.

**Signs and Decorations:** Signs or decorations will not be placed in any rooms, hallways, lobby or theater walls without permission of CSC management. Damage may result in additional charges. No sign or decoration is allowed on the building exterior unless approved in advance by CSC Management.

**Smoking:** Per NYC law, smoking and e-cigarette use is prohibited on the theatrical stage and in the common areas of residential buildings with three or more units. Smoking onstage must be within AEA standards and approved by CSC management in advance.

**Food/Beverage:** Food and Beverage are limited in the theatre. Beverages must be covered.

**Alcohol:** CSC does not carry a liquor license. Licensee must provide their own license to self alcoholic beverages, should they wish to.

**Animals:** Only service animals are allowed in the theatre. Use of animals in a production or related promotional event requires approval by CSC Management.

**Firearms:** Firearms are not permitted in CSC facilities. Theatrical weapons must be preapproved with appropriate permits/paperwork.

### **Policies – Production**

**Labor:** CSC does not provide labor of any kind. Visiting company must provide their own front of house, run crew, etc. CSC can provide recommendations for hires if requested.

**Holes and Attachments:** The visiting artist will not use any tape, or make holes, drive nails, tacks, stage screws or similar articles in any part of the premises(including stage floor) without approval by CSC Management.

**Valuables:** Small lockable cubbies are available in each dressing location. Locks are not supplied by CSC but must be removed at production strike. 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. CSC assumes no responsibility for valuables or personal property left in dressing rooms.

Lockers are also available for Stage Management and/or Crew. Locks are not supplied for these.

**Fire/Flame Special Effects:** No live flame is permitted. This includes the use of candles, incense, lighters, torches of any kind, flash paper, etc.

**Smoking on Stage:** The State of New York 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. All smoking devices must be AEA approved.

**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 CSC Management. CSC reserves the right to limit or prohibit the use of effects which may constitute a hazard to patrons, employees, and/or the facility.

Fog/Haze is considered a Pyrotechnic and therefore a certified E27 person must be present if FX is approved by CSC.

**Weapons:** Stage-use weapons with appropriate safety features may be permitted only with prior approval by CSC Production Department. Proper training and paperwork are also required, at the expense of the renter.

\*All OSHA regulations, manufacturer's specifications, and theatrical safety best practices must be followed within CSC facilities.

**General FX:** No lit cigarettes, cigars, open flames, glitter, confetti, large amounts of freestanding or falling water, or special effects are permitted in the building (including lobby, dressing rooms, bathrooms, backstage).

#### **In-house Design Aesthetic**

CSC is about focusing on the essential elements to tell the story. We don't hide the reality that we're in a theater and in fact embrace it with our brick walls and wood accents. We encourage visiting productions to keep masking limited and also embrace the charm of the space.