



Specifications/Programming

Producer's responsibilities

The Producer, or his representative, states his satisfaction with the premises and accepts full responsibility for any and all damages caused to the building, hallways or passages leading to rented areas, furniture or equipment and agrees that any and all damages will be repaired or items replaced at his own expense, as he is entirely responsible of said premises during the rental period. The Producer commits to fulfill his obligations, if any in that regard, on presentation of invoices or payment on ticketing.

Technical direction of event

Upon signature of contract, the Producer must supply Place des Arts with the name and references of his Technical/Manager Director who will be in charge of all logistics and technical aspects of the production. As well, production designers and technicians will be under his entire and unique responsibility. The Technical/Manager Director is totally responsible for the proper development of the show.

Technical team

On signature of contract, the Producer has the obligation to hire a competent technical crew who will favour safety measures when operating equipment, such equipment being the property of Place des Arts.

The Producer's technical crew must be in sufficient number to secure activities taking place within the established schedule in order to prevent damage to the equipment and protect the rights of other tenants and users of the hall.

The stage equipment rented by the Producer, including the sound and lighting systems, are of sophisticated nature and must be operated by qualified personnel only.

Place des Arts reserves the right to refuse a proposed technical crew should the production Coordinator find it inadequate, and consequently considers it a risk to the rented equipment and the rights of other tenants and users of the rented premises.

Health and Security

The Producer is responsible for taking necessary measures to make sure work organization, methods and techniques are safe and will not interfere with the health and security of workers and users of the rented halls and equipment. It is his responsibility to make security measures known, primarily to his technical team and to all his staff. The Producer is consequently responsible for the application of the *Loi sur la santé et la sécurité au travail* (L.R.Q., c. S-2.1) and the *Loi sur les accidents du travail et les maladies professionnelles* (L.R.Q., c. A-3.001) as well as their ensuing rules.

Technical specification

At least one month before the event's opening, the Place des Arts' Production Coordinator will contact the Producer's Director Technical Manager. At this time the following specifications are required:

- lighting plan
- soundtrack plan
- list of stage sets, properties and other elements
- list of rented equipment belonging to Place des Arts
- list of additional equipment
- detailed schedule (setting-up, rehearsals, performances, striking)
- evaluation of technical crew

This information is necessary to make sure that the Producer's requirements correspond to the capacity of the hall and to the terms and conditions of use. A technical estimate is also required to ensure that such use of the rented hall and equipment will cause no prejudice to other tenants and users of the premises.

Place des Arts reserves the right to refuse the production schedule, as well as the technical crew, should its Technical Production Coordinator judge that they may compromise the smooth running of operations.

Tools and hardware

The producer is entirely responsible for tools and hardware required by his production staff.

Place des Arts' Production Coordinator

On signature of contract, a Technical Production Coordinator will be assigned to the Producer. He/She will be the first contact at Place des Arts, acting as its representative. The coordinator is the contact person to answer all questions related to the event –standards, rules, organization of the show, rehearsals – and questions concerning the rented equipment. The Production Coordinator must be introduced to the technical crew but will not, however, be responsible for stage set-up operations nor will he manage the production technical crew and other participants, such being the sole responsibility of the Producer.

MISCELLANEOUS

- All theatrical sets, properties and other elements to be used in the rented areas must be fireproofed by tenant.
- Any and all acrobatic, artistic or technical hanging installations must be approved by Place des Arts.
- Operators of Pyrotechnic effects must be certified according to the federal regulation.
- Beer and wine beverages brought to the premises of Place des Arts must be stamped by the SAQ in accordance with the regulations of *La Régie des alcools, des courses et des jeux du Québec* affecting permit holders. The Producer is not allowed to bring alcohol into the building without such permit.
- At no time is it allowed to offer or share alcoholic beverages to with the personnel of Place des Arts, be it before, during or after shows.
- It is neither allowed nor tolerated that production personnel be inebriated or under the influence of drugs when working in Place des Arts.
- It is forbidden to smoke on the premises of Place des Arts (including dressing rooms).
- Parking fees during events for both participants and public are the responsibility of each individual.

Some equipments and services are not included in the rental. For information, please contact the Technical Production Coordinator at Place des Arts.

List of Technical Crews

Should the Producer be looking for a technical crew, the following contacts are recognized by Place des Arts as qualified to fulfill producers' obligations:

Benoit Jolicoeur

bjolicoeur.st@gmail.com

Tél. 514 726 4693

Productions du Grand Bambou

Yves Savard

Tél. 514-231-1351

yves.savard@equipespectra.ca

TKNL services audio-visuels

Sylvain Reeves

Tél. 450-449-1717 poste 219

s.reeves@tknl.com

Gestion Scénique Inc.

Harold Bergeron

Tél. 514-262-7743

hbergeron@me.com

Regroupement des techniciens de la scène du Québec Inc.

agent@iatse56.com

Tél. 514-386-7334

Service technique Sacef (Cinquième salle and Salle Claude-Léveillée only)

sacef@placedesarts.com

Tél. 514-285-4292