Promoter Technical Package

Updated 4/24/2020
Table of Contents

Morris PAC Staff and General Information ................................................................. 1
Booking Policies .............................................................................................................. 2
Licensing Application .................................................................................................... 5
Standard House Expenses ........................................................................................... 9
Seating Breakdown by Area ........................................................................................ 11
Marketing and Advertising ......................................................................................... 12
Box Office Information ................................................................................................. 17
Map of Downtown South Bend .................................................................................... 18
General Technical Information .................................................................................... 19
Stage Specifications ..................................................................................................... 20
Line Schedule ............................................................................................................... 22
Theater Floor Plans ...................................................................................................... 24
### About the Morris Performing Arts Center

Located in the heart of downtown South Bend, Indiana and listed on the National Register for Historic Places, the Morris Performing Arts Center, originally called the Palace Theater, was built in 1921 as part of the Orpheum Theater chain. Designed using a mix of lavish architectural styles including Italian Renaissance, Spanish Revival and Baroque, the theater is rich in exquisite detail: hand-painted cherubs, crystal chandeliers, Versailles-style arches and ornate plaster moldings. A hand-stenciled and gilded blue dome crowns the theater, rising 65 feet above the audience.

Built as a vaudeville house, the Palace Theater also played silent movies and later, “talkies.” It has been home to two world movie premieres, including *Knute Rockne: All American* in 1940, which brought 24,000 fans to the Palace doors and *Rudy* in 1993. Rock and roll took the Morris Stage in the ‘60s and ‘70s with such acts as James Brown, Pure Prairie League and Frank Zappa and the Mothers of Invention.

After 70 years; however, it became apparent that the theater was in need of a brand new stage house and complete renovation and restoration. In 1991, the city of South Bend and South Bend Entertainment, Inc., (now called Morris Entertainment, Inc.) embarked on a public/private partnership to raise the funds needed for the renovation of the Morris. Construction began in March 1998 and was completed in February 2000.

The Morris Performing Arts Center now boasts upgraded technical equipment and enlarged performance and backstage spaces as well as a completely restored interior with a seating capacity of 2564. The utilities and HVAC system are fully updated and the loading area has been expanded with three docks. The Morris offers dressing and chorus rooms as well as a catering room and a hair/wardrobe room. New stage lighting and sound systems have been added. The orchestra pit has been expanded and a full Wenger symphonic shell is available.

Today, the Morris continually ranks among the Top 100 Theaters Worldwide as rated by Pollstar Magazine, has received Prime Site Awards by Facilities Magazine and is the “HOTTEST Ticket in Town” for pop, rock, country, and Christian concerts, as well as national touring Broadway shows and comedians. The Morris is the home of Broadway Theatre League of South Bend, Inc., South Bend Symphony Orchestra, and Southold Dance Theater. The theater draws patrons, primarily, from Northern Indiana and Southern Michigan, but patrons have come from 40 states to see Top-Rated acts at the Morris. Additionally, the Morris Performing Arts Center is the only venue of its caliber between Chicago, Detroit, and Indianapolis.
General Booking Information

Resident Users, as described below, shall have first preference regarding booking dates for their proposed seasons. The Resident User season, for calendaring purposes, is defined as beginning June 1st and concluding May 31st.

Qualified Promoter

A Qualified Promoter is a promoter who has presented an event at the Morris Performing Arts Center and has satisfied all previous Morris Performing Arts Center contractual agreements -or- a new promoter who has successfully applied for a license to use the Morris Performing Arts Center's facilities. A new promoter must complete a Morris Performing Arts Center license application and submit it with a fifty dollar ($50) non-refundable application fee. The application fee is for credit reports and background checks. The new promoter becomes a Qualified Promoter when license application has been approved by the Morris Performing Arts Center management.

Frequent User

A Frequent User is an organization or individual who guarantees to present twelve (12) or more ticketed public performances per season (June 1 - May 31). Frequent Users will be afforded special rental fee rates.

Commercial User

A Commercial User is a for-profit company, whose primary business is to produce and/or promote touring stage productions, concerts or similar events; also applies to an individual or organization who presents an event and does not meet the requirements of a not-for-profit, frequent, or resident user.

Not-For-Profit User

A Not-For-Profit User must also be identified as a Qualified Promoter and posses a current 501(c) federal classification. Local St. Joseph County Not-For-Profit Users may be afforded special rental fee rates. The Not-For-Profit User special rental fee rates are not applicable if the Not-For-Profit User partners or co-promotes with a Commercial Promoter. Said co-promoted rentals shall be negotiated on a case by case basis.
Resident User

Resident Users are divided into two categories and will be afforded special rental fee rates.

Presenter Category:

A Presenting Resident User is a St. Joseph County, State of Indiana not-for-profit organization possessing a 501(c) federal classification. A Presenting Resident User is further identified as being an organization that primarily contracts and presents touring artists/productions. A Presenting Resident User guarantees to present twelve (12) or more ticketed public performances per season (June 1 ' May 31).

Producer Category:

A Producing Resident User is a St. Joseph County, State of Indiana not-for-profit arts organization possessing a 501(c)3 federal classification. A Producing Resident User is further identified as being an organization that locally produces and guarantees to present eight (8) or more ticketed public performances per season (June 1 ' May 31) who have artistic control over its productions and use primarily local or regional talent.

Tentative Date Holds

Only a Qualified Promoter may 'hold' dates for potential events. The 'hold' must be documented on the Morris's VenueOps calendar and include current contact, email address, and telephone numbers. 'Holds' are for a maximum of 30 days. 'Holds' may be renewed; however, it is the responsibility of all promoters to notify the Morris Performing Arts Center of any desire to renew or extend an existing 'hold.' All 'hold' dates may be 'challenged.'

Date Challenge

If a tentative date is 'held' by one Qualified Promoter, a second Qualified Promoter may challenge the date by providing the minimum rental deposit. The promoter with the tentative 'hold' has 48 hours to provide the minimum rental deposit and confirm the date. The promoter with the tentative 'hold' will be notified by phone that the date is being challenged. It is the responsibility of all promoters to keep the Morris Performing Arts Center advised of any changes in their telephone numbers.
Confirmed Dates

When the Morris Performing Arts Center receives a non-refundable rental deposit from a Qualified Promoter and issues a fully executed agreement, the date is confirmed.

Rental Deposits

A rental deposit is required and must accompany return of signed contract.

Contracts

All Morris Performing Arts Center Rental Agreements will be issued for a specific day, date, and time(s). All said agreements will include an expiration date and must be returned promptly with the deposit to avoid cancellation of agreement offer and forfeiture of 'hold'. The standard expiration date shall be ten (10) business days from issuance of agreement offer.
A $50 non-refundable fee to cover cost of credit reports and background checks must be submitted with this license application.

Event: ______________________________________________________

Space to be used: _____________________________________________

Dates(s): ____________________________________________________

Move In: ___________________________ Move Out_____________________

Start Time(s): ________________________ Length of Show: ______________

Est. Attendance: ______________________ Ticket Prices: ______________

Contracting Organization: ________________________________________

Contact: ______________________________________________________

Address: _____________________________________________________

City: _____________________________ State:__________________________ Zip: __________________

Phone: (_____ ) ______ -- _______ Fax: (_____ ) ______ -- _______

Email: _______________________________________________________

Contracting Organization Principals:

__________________________________________________________________

__________________________________________________________________

__________________________________________________________________

__________________________________________________________________
Other Promoters involved in Event:

_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Non-Bank Credit References: (include addresses & phone #’s)

_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Entertainment Industry References: (include addresses & phone #’s)

_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Places and Dates of Previous Promotions in the last six months:

_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Where and When: __________________________________________________________

Attraction/Act: _____________________________________________________________
List all performers and/or groups in show for which this License Application is being submitted:
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

At what comparable Theaters have the performers appeared during the past six months? Please list contact names & phone #s:
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Other Remarks/Information:
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Date: ______________________________________
By: ______________________________________
Title: _____________________________________

I, ______________________________________ hereby authorize The Morris Performing Arts Center Management to obtain sufficient credit information on the following account(s) in connection with information requested on the License Application for possible rental/use of the facilities. A copy of this form shall be as valid as the original. I understand that the $50 license application fee is non-refundable.
Name/address of bank/credit reference:

(Include address & phone #)_____________________________________________________

Account Name: _______________________________________________________________
Type of Account: ______________________________________________________________
Account Number: _____________________________________________________________

Name/address of bank/credit reference:

(Include address & phone #)_____________________________________________________

Account Name: _______________________________________________________________
Type of Account: ______________________________________________________________
Account Number: _____________________________________________________________

Name/address of bank/credit reference:

(Include address & phone #)_____________________________________________________

Account Name: _______________________________________________________________
Type of Account: ______________________________________________________________
Account Number: _____________________________________________________________

Signed: _____________________________________
Date: _______________________________________

Company/Organization______________________________________________________

NOTE: Morris Performing Arts Center designated or approved personnel must be used exclusively for all event staffing. Rules and regulations concerning the conduct of the performers and audience established by the Morris Performing Arts Center must be strictly observed. Until this application is officially acted upon there will be no contract executed by and between the Morris Performing Arts Center Management and the applicant. Until there is such contract no ticket sales or advertising of an event shall take place.
Facility Rental Fee

- $1,875 vs. 10% of Gross Box Office Sales not to exceed $3,750
- Non-Show days: $1,500 per day

Box Office Fees

- 3% of Gross Box Office Ticket Revenue not to exceed $1,875 per performance
- 3.95% Blended Bank Rate for Visa, MasterCard, Discover and American Express Credit Card Sale¹ Box office walk up sales only
- $300 Box Office Set-up Fee

Surcharge

- $3.50 per ticket Morris Performing Arts Center Historic Preservation/Facility Fee Surcharge
- Surcharge fee MUST be included in all advertised ticket prices.

Labor²

- House Staff: $535 Flat Fee per performance (Includes House Manager, Usher Captains, Ticket Takers)
- Clean Up/Housekeeping: $800 per performance or $1400 per two performances in one day
- Show Runner: $225
- Catering Runner: $75 (Applicable to late catering requests per lease agreement.)
- SB Police: $40 per hr per person (One required for all functions. Minimum four hour charge.)
- Security: $25 per hr per person (Required for all functions. Minimum four hour charge.)
- Production Manager: $30 per hour, minimum $200 per production (Required for setup & load out)
- Stagehands: I.A.T.S.E. Local 187 at prevailing rates
- Piano Tuning: at prevailing rate

Staging Equipment³

- Complete Sound System: $350 per performance
- Sound Rack/Cluster Only: $150 per performance
- Sound Monitor System: $50 per performance
- Complete Lighting System: $500 per performance
- Lighting Board Only: $75 per performance
- Instruments Only: $5 ea per performance
- Follow Spots: $75 ea per performance (Four Supertroupers available)
- Baldwin Grand Piano: $350 per performance
- Yamaha Upright Piano: $75 per performance
Catering

- Morris Performing Arts Center contracted caterer must be used for all functions - No Exceptions.
- Please call: Navarre Hospitality at 574-235-5582 for menus and pricing information.

Merchandising

All merchandisers should be instructed to contact directly the Morris Director of Booking & Event Services regarding the sale of merchandise in the facility.

Miscellaneous

- Backstage Water Service: Spring Water in five gallon bottles including cooler & cups: $15 per bottle
- Coffee Service: $15 per gallon
- Backstage/Dressing Room Wifi: $50 package per engagement
- Towel Service: $4 each, bath size - $3 each, hand size
- Gel/Color Medium: $18 per full sheet
- Additional Morris Fan Club Email Promotional "Blasts": Beyond Two (2) are $99 per Email Blast

Notes:

1. Credit card bank fees are subject to bank rate increases.
2. Labor rates are subject to periodic review/increases.
3. Indiana Sales Tax of 7% is applicable on all equipment rentals.
## Seating Breakdown by Area

<table>
<thead>
<tr>
<th>Section</th>
<th># of Seats</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pit</td>
<td>64</td>
</tr>
<tr>
<td>Orchestra**</td>
<td>510</td>
</tr>
<tr>
<td>Main**</td>
<td>686</td>
</tr>
<tr>
<td>Lower Boxes</td>
<td>20</td>
</tr>
<tr>
<td>Upper Boxes</td>
<td>20</td>
</tr>
<tr>
<td>Royal Boxes</td>
<td>28</td>
</tr>
<tr>
<td>Mezzanine</td>
<td>200</td>
</tr>
<tr>
<td>1st Balcony</td>
<td>392</td>
</tr>
<tr>
<td>2nd Balcony</td>
<td>400</td>
</tr>
<tr>
<td>3rd Balcony</td>
<td>244</td>
</tr>
<tr>
<td>TOTAL</td>
<td>2564</td>
</tr>
</tbody>
</table>

- ** 20 Wheelchair Positions available on main floor. If used, will reduce total seats available, as each wheelchair position is the equivalent of 4 regular seats.
- **Note:** A $3.00 Morris Improvement Fee/Surcharge must be included in all advertised ticket prices.
Located between Chicago, Fort Wayne, Detroit and Indianapolis, the South Bend/Mishawaka Designated Market Area ranks 77th in the nation and 2nd behind Indianapolis in the State of Indiana. The population within a 25 mile radius of South Bend exceeds 500,000 and within a within a 45 minute drive, the population figure approaches a million. A recent Study of this marketing area reported a mean age to be between 18 and 49 with annual retail sales in excess of $8.1 billion.

Along with conventional methods of marketing and advertising, the Morris utilizes social media outlets such as Facebook, Twitter, LinkedIn, and Google+ to promote shows, gain interest and boost ticket sales.

**Television Advertising:**

**WBND-TV 58 ABC and WMWB Michiana's WB Channel 5 and the New CW**
53550 Generations Drive
South Bend, IN 46635
574-329-3989
Tiffney Gray tgray@abc57.com

**WNIT-TV 34 Public Television**
300 West Jefferson Blvd
South Bend, IN 46601
574-674-9648
Cindy McCraner cmccraner@wnit.org

**WHME-TV 46 Local Service Station**
61300 Ironwood Road
South Bend, IN 46614
574-291-8200
Jeff Castello jcastello@familybroadcastingcorporation.com

**WNDU-TV 16 NBC**
54616 US 31 N
South Bend, IN 46637
574-284-3182
Pat Ladewski pat.ladewski@wndu.com

**WSBT-TV 22 CBS, FOX 28, UPN**
1301 Douglas Road
Mishawaka, IN 46545
574-233-3141
Julie Harrell jharrell@sbgtv.com

**Comcast Spotlight**
1001 N. Hickory Rd., Ste. 500
South Bend, IN 46615
574-217-7856
John Kane john_kane@comcast.com
### Marketing and Advertising (page 2 of 4)

#### Radio Advertising:

- **MNC FM 95.3** (Michiana News Channel)
  
  237 West Edison Road  
  Mishawaka, IN 46545  
  574-258-5483  
  Traci Foster

- **WBYT-FM B-100** (Country)
  
  237 West Edison Road  
  Mishawaka, IN 46545  
  574-258-5483  
  Rocky Curl rcurl@federatedmedia.com

- **WFRN-FM** (Christian)
  
  25802 County Road 26  
  Elkhart, IN 46514  
  574-674-6626  
  Rachel Moore or Ed Moore

- **WSMK-FM 99.1** (Urban/Hip Hop)
  
  925 N. 5th Street  
  Niles, MI 49120  
  269-683-4343

- **WNDV-FM & AM** (Oldies, Talk, ND Football)
  
  WNDV-FM U93 (Adult Contemporary/Top 40)

- **WZOW-FM 97.7** (Adult Rock)
  
  3371 West Cleveland Road, Suite 310  
  South Bend, IN 46616  
  574-257-2346  
  Pam Homan pam@u93.com

- **WHPV-FM Pulse** (Christian)
  
  61300 Ironwood Drive  
  South Bend, IN 46615  
  574-291-8200  
  Jeff Castello jcastello@familybroadcastingcorporation.com

- **WNSN-FM Sunny 101.5** (Contemporary Lite)
  
  1301 Douglas Road  
  Mishawaka, IN 46545  
  574-247-4300  
  Michael Klein mike@sunny1015.com

- **WRBR-FM 103.9 The Bear** (Real Rock)
  
  237 West Edison Road, Suite 200  
  Mishawaka, IN 46545  
  574-258-5483 x260  
  Justin Stults jstults@federatedmedia.com

- **WSBT-AM 960** (Talk, Adult Lite)
  
  WZOC-FM 94.3 (Classic Hits)

- **WHFB-FM 102.5** (Hot AC)
  
  1301 Douglas Road  
  Mishawaka, IN 46545  
  574-247-4305  
  Christian Carlson ccarlson@wsbtradio.com

- **WAUS-FM 90.7** (Classical)
  
  4160 East Campus Circle Drive  
  Berrien Springs, MI 49104  
  269-470-2944

- **WVPE-FM** (Public Radio)
  
  2720 California Road  
  Elkhart, IN 46516  
  574-674-9873  
  Tom Labuzienski tlabuzienski@wvpe.org

- **WIDR-FM 89.1** (Western Michigan University)
  
  1501 Faunce Student Services  
  Kalamazoo, MI 49008  
  269-387-6301
Radio Advertising – continued:

**Midwest Family Broadcasting**
**WIRX 107.1 (Classic Rock)**
580 E. Napier  
Benton Harbor, MI 49022  
269-925-1111

**Lake City Radio**
**WRSW (Classic Rock); Willie (Country)**
216 W Market Street  
Warsaw, IN 46580  
574-372-3064

**WROI (adult contemp., sports, news)**
Rochester, IN area  
574-223-6059  
Todd Zartman todd@wroifm.com

**WQLQ Live 99.9 (Urban/Top 40)**
574-247-4300  
Michael Klein mike@sunny1015.com
Print Advertising:

**SOUTH BEND, IN**
South Bend Tribune
225 West Colfax Avenue
South Bend, IN 46601
574-235-6604

**PLYMOUTH, IN**
Plymouth Pilot News
P.O. Box 220
Plymouth, IN 46563
574-936-3101

**UNIVERSITY OF NOTRE DAME**
The Observer
Independent Newspaper Serving
University of Notre Dame/Saint Mary’s College
Notre Dame, IN 46556
574-631-5303

**ROCHESTER, IN**
Rochester Sentinel
118 East 8th Street, P.O. Box 260
Rochester, IN 46975
574-223-2111

**ELKHART, IN**
The Elkhart Truth
421 South 2nd Street
Elkhart, IN 46516
574-296-5869
Scott Schultz sshultz@elkharttruth.com

**KALAMAZOO, MI**
Kalamazoo Gazette
401 South Burdock Street
Kalamazoo, MI 49007
800-466-4237

**GOSHEN, IN**
The Goshen News
114 South Main Street
Goshen, IN 46526
574-533-2151 ext 398

**NILES, MI**
Leader Publications/Niles Daily Star
Edwardsburg Argus
Dowagiac Daily News
217 North 4th Street
Niles, MI 49120
269-687-7724
Seth Elliott seth.elliott@leaderpub.com

**ST. JOSEPH, MI**
Herald Palladium
3450 Hollywood Road
St. Joseph, MI 49085
269-429-2400 Heather Flannery

**LA PORTE, IN**
La Porte Herald Argus
701 State Street
La Porte, IN 46350-3328
219-362-2161

**MICHIGAN CITY, IN**
Michigan City News - Dispatch
121 West Michigan Street
Michigan City, IN 46360-3274
219-874-7211
Box Office Information

<table>
<thead>
<tr>
<th>Box Office Mailing</th>
<th>Morris Performing Arts Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>211 N. Michigan St.</td>
</tr>
<tr>
<td></td>
<td>South Bend, IN 46601-1201</td>
</tr>
<tr>
<td>Box Office Telephone Numbers</td>
<td>Phone: 574-235-9190</td>
</tr>
<tr>
<td></td>
<td>Toll Free: 800-537-6415</td>
</tr>
<tr>
<td></td>
<td>Fax: 574-235-5945</td>
</tr>
<tr>
<td>Box Office Hours</td>
<td>11:00 PM to 4:00 PM Tuesday thru Friday</td>
</tr>
<tr>
<td>Tickets Online</td>
<td><a href="http://www.MorrisCenter.org">www.MorrisCenter.org</a></td>
</tr>
<tr>
<td>Payment Information</td>
<td>The Morris Box Office accepts cash, check, Visa, Discover, MasterCard or American Express as payment for tickets. Check payments are accepted up to 10 days before the performance. Ticket orders purchased over the phone by credit card within 10 days before the event must be picked up at the box office.</td>
</tr>
<tr>
<td>ADA Regulations</td>
<td>In accordance with ADA regulations, handicapped seating not sold 24 hours before the event will be released for general sales.</td>
</tr>
<tr>
<td>Calendar of Events</td>
<td>A schedule of events and information about the theater can be found at <a href="http://www.MorrisCenter.org">www.MorrisCenter.org</a></td>
</tr>
</tbody>
</table>

WE ARE NOT A TICKETMASTER LOCATION!
Please Note:

**Semis are not permitted** in the lot North of the Morris. Please contact our tech director for parking info.

**Parking is available** at the Main/Colfax garage, the entrance to which is located just south of Colfax Avenue on Main Street. All day parking is $3. Event parking is $5. Garage hours on non-show days are 7am to 7pm. The garage extends operating hours on event days.

**Street Parking** on Main Street or Colfax is limited to one hour between 6am to 6 pm.
## TECHNICAL INFO - General

### TIME ZONE: EASTERN

**Physical Address**  
211 N. Michigan Street  
South Bend, IN 46601

**Backstage Contacts**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Phone</th>
<th>Cell</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kyle Miller</td>
<td>Production Manager</td>
<td>574-245-6136</td>
<td>574-440-0009</td>
<td><a href="mailto:kmiller@morriscenter.org">kmiller@morriscenter.org</a></td>
</tr>
<tr>
<td>Jim Monroe</td>
<td>Director of Facility Operations</td>
<td>574-245-6074</td>
<td>574-596-3899</td>
<td><a href="mailto:jmonroe@morriscenter.org">jmonroe@morriscenter.org</a></td>
</tr>
</tbody>
</table>

**Type of Venue**  
Restored 1922 Vaudeville House.  
Traditional proscenium stage with orchestra seating, main floor, mezzanine and balcony.

**Capacity**  
<table>
<thead>
<tr>
<th>Level</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lower Level</td>
<td>1,216</td>
</tr>
<tr>
<td>Upper Level</td>
<td>1,284</td>
</tr>
<tr>
<td>Optional/Additional Pit Seating</td>
<td>64</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,564</strong></td>
</tr>
</tbody>
</table>

**Stage Crew**  
I.A.T.S.E. Local 187
### TECHNICAL INFO - Stage Specifications (page 1 of 2)

<table>
<thead>
<tr>
<th>Specification</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Height</td>
<td>3' 6-1/2&quot; from auditorium floor to top edge of stage</td>
</tr>
<tr>
<td>Proscenium Opening</td>
<td>54’w x 25'-11-1/4&quot; h (Height 23'9&quot; with valance)</td>
</tr>
<tr>
<td>Depth</td>
<td>45’ (plaster line to wall), add 8'6” DS with pit</td>
</tr>
<tr>
<td>Wing Space</td>
<td>24' SL</td>
</tr>
<tr>
<td></td>
<td>20'SR</td>
</tr>
<tr>
<td>Loading Access</td>
<td>3 loading doors, 2 w/dock levelers &amp; 1 with van access.</td>
</tr>
<tr>
<td></td>
<td>Each has 8’x10’ door openings.</td>
</tr>
<tr>
<td>Fly System</td>
<td>Secoa single purchase, SR on deck operation</td>
</tr>
<tr>
<td>Counterweights</td>
<td>78,500 lbs.</td>
</tr>
<tr>
<td># of Line Sets</td>
<td>68 -- See schedule for details</td>
</tr>
<tr>
<td>Grid Height</td>
<td>72'</td>
</tr>
<tr>
<td>Batten Height</td>
<td>67’ (Travel) 71’ (High Trim) 47’3’” (Orch. shell clearance)</td>
</tr>
<tr>
<td>Battens</td>
<td>68 lines - 1.5&quot;x70' pipes (1400 lbs. Max. - single prch)</td>
</tr>
<tr>
<td>Power</td>
<td>(3)--400amp, 3 phase, 3 leg, 120v/208v (stage left)</td>
</tr>
<tr>
<td></td>
<td>200 amp, 3 phase for sound, 120v/208v (stage right)</td>
</tr>
<tr>
<td></td>
<td>(2)--60amp, 3 phase shore power</td>
</tr>
<tr>
<td>Convenience</td>
<td>(5)--30amp convenience receptacles at grid iron</td>
</tr>
<tr>
<td>Receptacles</td>
<td>(4)--30amp receptacles at F.O.H. rigging points</td>
</tr>
<tr>
<td>Pit</td>
<td>8'6&quot;w deep (US -&gt; DS) x 46'4” wide x 8'2&quot;deep</td>
</tr>
<tr>
<td></td>
<td>Automated Serapid Orchestra Pit Lift</td>
</tr>
<tr>
<td></td>
<td>4 positions: Stage Level, Audience (3’6-1/2”), Orchestra (8’2”), Low/Storage Level</td>
</tr>
<tr>
<td>Backstage Elevator Door</td>
<td>6’x7’ opening</td>
</tr>
<tr>
<td>Proscenium Rigging</td>
<td>8 Points, 7 and 23 feet off center, the first set approximately 2’6” DS of the plaster line, and the other set 5’6” DS of the plaster line. 2000 lbs weight limit per point</td>
</tr>
<tr>
<td>Offstage Rooms</td>
<td>8 DRESSING ROOMS</td>
</tr>
<tr>
<td></td>
<td>3 Principal Rooms on Stage Level</td>
</tr>
<tr>
<td></td>
<td>2 Principal Rooms in Lower Level</td>
</tr>
<tr>
<td></td>
<td>3 Private Rooms in Lower Level</td>
</tr>
<tr>
<td></td>
<td>2 CHORUS ROOMS in lower level</td>
</tr>
<tr>
<td></td>
<td>Women's Accommodates 27</td>
</tr>
<tr>
<td></td>
<td>Men's Accommodates 24</td>
</tr>
<tr>
<td></td>
<td>1 HAIR/WARDROBE ROOM 30’x 18’in lower level</td>
</tr>
<tr>
<td></td>
<td>1 CATERING ROOM in lower level</td>
</tr>
</tbody>
</table>
Sound

Basic, minimal PA system – Great for speakers and comedians. PA is not concert quality; if concert quality rig is needed – contact the Technical Stage Manager for local audio contractors. 3000 watt hearing impaired enhancement.

Lighting

4 Super Trouper Follow Spots – located in spot booth in back of third balcony; 208v / 20a power

Lighting is hung on a show by show basis; there is no “house hang” or any preset lighting/electrics. The following inventory is available to create a personalized plot from:


Positions: Near cove 10 circuits, 2 box booms & balcony rail. Onstage there is one dedicated electric, others are created via cable drops to desired pipe.

Control Booth

An approximately 6’ deep by 20’ wide control booth is located in the center of the main floor, against the back wall. It is surrounded by a 3’ tall half-wall with an 8” ledge. It takes a 150’ snake to reach from backstage.

Risers

Sixteen 4’ X 8’ Wegner risers, with three choices of leg height.

Smoking Policy

The Morris Performing Arts Center is a non-smoking facility.

Decibel Level Policy

The City of South Bend has designated that events at this facility not exceed 95db. Please call for more information.

Website

www.MorrisCenter.org
<table>
<thead>
<tr>
<th>SET #</th>
<th>Steel</th>
<th>Description</th>
<th>Arbor Capacity</th>
<th>Batten Length</th>
<th>Piece Size</th>
<th>Weight Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>DH</td>
<td></td>
<td>Lambrequin - Red/Gold</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FC</td>
<td></td>
<td>Fire Curtain</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>0' 10&quot;</td>
<td>Front Valance - Red</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>1 pc. 10' 0&quot; x 70' 0&quot;</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>1' 6&quot;</td>
<td>Red / Gold Trim - Front Curtain</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>2 pcs. 33' 6&quot; x 36' 0&quot;</td>
<td>44 Weights 968lb</td>
</tr>
<tr>
<td>3</td>
<td>2' 0&quot;</td>
<td>SBSO Legs</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>2 pcs. 33' 6&quot; x 6' 0&quot;</td>
<td>1 weight</td>
</tr>
<tr>
<td>4</td>
<td>2' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>3' 0&quot;</td>
<td>1st Electric</td>
<td>2000</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>3' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>4' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>4' 6&quot;</td>
<td># 1 Black Border - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>1 pc. 10' 0&quot; x 70' 0&quot;</td>
<td>4 Weights</td>
</tr>
<tr>
<td>9</td>
<td>5' 0&quot;</td>
<td># 1 Black Legs - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>2 pcs. 33' 6&quot; x 21' 0&quot;</td>
<td>8 Weights 176lb</td>
</tr>
<tr>
<td>10</td>
<td>5' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>6' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>6' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>7' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>7' 6&quot;</td>
<td>Acoustic Ceiling Panel</td>
<td>3111</td>
<td>70' 0&quot; Truss</td>
<td>15&quot; Thick has Lites</td>
<td>3100 lb</td>
</tr>
<tr>
<td>15</td>
<td>8' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>9' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>9' 6&quot;</td>
<td># 2 Black Border - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>1 pc. 10' 0&quot; x 70' 0&quot;</td>
<td>4 Weights</td>
</tr>
<tr>
<td>18</td>
<td>10' 0&quot;</td>
<td>#2 Black Legs - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>2 pcs. 33' 6&quot; x 21' 0&quot;</td>
<td>8 Weights 176lb</td>
</tr>
<tr>
<td>19</td>
<td>10' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>11' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>11' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>12' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>12' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>13' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>13' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>14' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>14' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>15' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>15' 6&quot;</td>
<td># 3 Black Border - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>1 pc. 10' 0&quot; x 70' 0&quot;</td>
<td>4 Weights</td>
</tr>
<tr>
<td>30</td>
<td>16' 0&quot;</td>
<td># 3 Black Legs - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>2 pcs. 33' 6&quot; x 21' 0&quot;</td>
<td>8 Weights 176lb</td>
</tr>
<tr>
<td>31</td>
<td>16' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>17' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>17' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>18' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>Overall Dim.</td>
<td>Description</td>
<td>Length</td>
<td>Width</td>
<td>Height</td>
<td>Material</td>
</tr>
<tr>
<td>-----</td>
<td>--------------</td>
<td>---------------------------------------------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
<td>----------</td>
</tr>
<tr>
<td>35</td>
<td>18' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>36</td>
<td>19' 0&quot;</td>
<td>Acoustic Ceiling Panel</td>
<td>3111</td>
<td>70' 0&quot;</td>
<td>15&quot;</td>
<td>Truss</td>
</tr>
<tr>
<td>37</td>
<td>20' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>38</td>
<td>20' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>21' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>40</td>
<td>21' 6&quot;</td>
<td># 4 Black Border - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>1 pc. 10' 0&quot; x 70' 0&quot;</td>
<td>4 Weights</td>
</tr>
<tr>
<td>41</td>
<td>22' 0&quot;</td>
<td># 4 Mid Stage Traveler</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>2 pcs. 33' 6&quot; x 36' 0&quot;</td>
<td>10 W Curtain / 22 Track 968 lb</td>
</tr>
<tr>
<td>42</td>
<td>22' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>43</td>
<td>23' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>44</td>
<td>23' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>45</td>
<td>24' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>46</td>
<td>24' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>47</td>
<td>25' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>48</td>
<td>25' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>49</td>
<td>26' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>50</td>
<td>26' 6&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>51</td>
<td>27' 0&quot;</td>
<td># 5 Black Border - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>1 pc. 10' 0&quot; x 70' 0&quot;</td>
<td>4 Weights</td>
</tr>
<tr>
<td>52</td>
<td>28' 0&quot;</td>
<td># 5 Black Legs - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>2 pcs. 33' 6&quot; x 21' 0&quot;</td>
<td>8 Weights 176lb</td>
</tr>
<tr>
<td>53</td>
<td>29' 0&quot;</td>
<td>Full Stage Flat Blackout</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>1 pc. 33'6&quot; x 70'0&quot;</td>
<td>8 weights = 160lbs</td>
</tr>
<tr>
<td>54</td>
<td>30' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>55</td>
<td>31' 0&quot;</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>56</td>
<td>32' 0&quot;</td>
<td>Acoustic Ceiling Panel</td>
<td>3111</td>
<td>70' 0&quot;</td>
<td>15&quot;</td>
<td>Truss</td>
</tr>
<tr>
<td>57</td>
<td>33’ 0”</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>58</td>
<td>34’ 0”</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>59</td>
<td>35’ 0”</td>
<td># 6 Black Border - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>1 pc. 10' 0&quot; x 70' 0&quot;</td>
<td>4 Weights</td>
</tr>
<tr>
<td>60</td>
<td>36’ 0”</td>
<td># 6 Black Legs - Flat</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>2 pcs. 33' 6&quot; x 21' 0&quot;</td>
<td>8 Weights 176lb</td>
</tr>
<tr>
<td>61</td>
<td>37’ 0”</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>62</td>
<td>38’ 0”</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>63</td>
<td>39’ 0”</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>64</td>
<td>40’ 0”</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>65</td>
<td>41’ 0”</td>
<td># 7 Upstage Traveler</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td>2 pcs. 33' 6&quot; x 36' 0&quot;</td>
<td>21 W Curtain / 22 Track 1122lb</td>
</tr>
<tr>
<td>66</td>
<td>42’ 0”</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>67</td>
<td>43’ 0”</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>68</td>
<td>44’ 0”</td>
<td>General Purpose</td>
<td>1501</td>
<td>70' 0&quot;</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>