



## General Backstage PPAC FAQs

General Security Backstage	Security backstage typically includes a doorman during the week and street guards during load in/outs. If possible, please provide a schedule of anticipated company/stage management hours or any possible work call hours so that security may be scheduled appropriately. A doorman is required for any call in the building.
Backstage Guests + Stage Door	House rules typically allow guests to visit after the show upwards of 20 minutes. Guests should arrive at the backdoor and check in with security and wait to be escorted by the performer/company member. No more than 4 guests per person, please.
Water	20 gal water dispensers are located at either side of the stage and in the main hallway, 35+ bottles are available for Broadway runs
Internet and Hardlines	Hardline available: Company Management and Production Offices, SL + SR, Wardrobe/Catering Room Wireless: Backstage Guest   Password: 220B@ck\$t@g3! Onstage: Both SL + SR   Basement: Located in Wardrobe Room
Orchestra Rehearsal Space	The orchestra typically rehearses in the lobby during the first two days of load in. Please discuss with your production team that rehearsals typical take up room that is usually taken up by LX/Audio empties during the load in. Please provide chair, music stand, and music stand light requirements in advance, if possible.
Dance Rehearsal Space	There are no rehearsal spaces on premises, although we do have a good relationship with the local ballet in the area. If requesting, please include dates, times, and total number of guests for the rehearsal. The space runs at \$50 per hour, and a certificate of liability insurance is necessary before rehearsal can begin. Mirrors and sound system are included as well as a sprung marley floor.
Access to FOH from Backstage:  <i>Performers Only</i>  <i><b>Note:</b> All road cases should travel outside on Richmond St. to the lobby through the double doors.</i>	There are three ways to access the lobby and FOH from the backstage area: Through the house, through the basement, and through the alley/outside <b>House Access:</b> Stairs are located both SL+SR, or by the SL door located beside the stage from aisle 5. The door is locked from the public – access code is 333* The orchestra pit is also available to drop to audience level. <b>Basement Access:</b> A passageway is available through the storage area. Once you go down the stairs, take a right and proceed through the storage area down to the furthest door on the left side. Code for the administration hallway access is 02903 <b>Alley/Outdoor Access:</b> Access is available from the backstage area to the office corridor with security, as both doors are locked. Once you enter the alley, the door will shut and lock behind you!
Wall Tags	We are excited to have you in the building and invite the company to add a wall tag to our space! We do have a few rules: <ul style="list-style-type: none"> <li>- The green room is limited to shows that tech here, any other space is available in the hallways</li> <li>- Please do not use spray paint, any other paint is okay</li> <li>- If you are attaching something to the wall tag, <b><i>please make sure it is secure.</i></b> We have a great collection of odds and ends that have been ripped from the walls from rogue road cases, etc. 😞</li> </ul>
FOH + House Management FAQs	
Communication	A house radio is provided for SMs at the beginning of the run to communicate with our FOH managers, Bruce and Bob for house open or any possible holds.  Radio Channels: FOH: Channel 3
Show Specific House Management Sheets	If possible, please email a FOH sheet to Bruce Ingham: <a href="mailto:bingham@ppacri.org">bingham@ppacri.org</a> before or the opening night of the show. House management is typically available to meet in person, up to two hours before show time.