

# NU EPPS

## TECHNICAL RIDER

### **1) PROGRAM VENUE:**

Theatre/Ballroom/Classroom/Auditorium

### **2) SEATING:**

Theatre Style Seating.

First row of seats 2 feet or less from presentation area. Two side isles are always preferred to one center isle. If theater holds large numbers of people and small audiences are expected, rope off back seats.

### **3) STAGE SIZE:**

Performance Area minimum (8'x12') 2' feet in height

### **4) STAGE CURTAIN:**

Theatre: Curtain to be closed in theatre if there is a minimum of 8 ft from curtain to edge of stage

Ballroom: Curtain preferred behind presenter in a ballroom setting

### **5) SOUND:**

Independent sound system & speakers

### **6) MICROPHONE:**

(1) Lapel Mic Fully Charged is Preferred Or, (1) hand held cordless microphone with stand & Fresh Batteries

### **7) STAGE LIGHTS:**

Lights brightly lit on presenter

### **8) HOUSE LIGHTS:**

House lights should be dim unless audio visual presentations are in process in which case they will be on the off position.

### **9) AUDIO VISUAL:**

All Presentation Programs require (1) audio visual screen that is compatible and will work with a laptop (non MAC) Unless requested programs do not require audio visual accommodations

### **10) STAGE SET:**

Bar stool, No podium necessary. Creative staging is always welcome

### **11) TECHNICAL OPERATORS:**

Sound Operator to be present entire presentation. Audio Visual Operator to be present throughout the entire presentation. (1) person to introduce presenter.