

Technical Riders

When you're new to a venue, it is important to create a technical rider, or 'tech rider' that lets us know all about your event, including information about performers, all activities, and equipment. It is important to have a detailed tech rider for creating a realistic estimate of expenses, and for the venue's preparation for the event.

Here are 5 things to include in your tech rider:

1. A General Summary

It's important to list how many performers and what kind(s) of performing they do. Please include all known activities, for example: set up, sound check, rehearsal time, length of performance.

2. Stage and Equipment

Click a venue for a list of equipment we provide: [Hill Performance Hall](#) [Bank of America Theatre](#)

Using the above links, create 2 lists: 1.) the equipment of ours you'll need, and 2.) the equipment we can't provide that you'll bring. Be specific. Include the audio gear, lighting gear, dance floor, risers, orchestra shell, video projections, hazers, pianos, and anything else.

Note: *you're welcome to build your own team of volunteers or crew, but we will assess a certain minimum stage labor requirement which correlates to your event plans. That team comes from our provider, Showmasters, and will be in charge of all adjustments to our stage and handling of our equipment. We'll include that in your estimate.*

3. Facility and Front-of-House

Make sure your tech rider clearly states your expectation for load-in space (ex: a truck needing loading dock access), dressing room needs, any front-of-house activities like merchandise sales, VIP activities, and meet and greets. If you need additional space for some special activity, include that, too.

4. Stage Plot or Pictures

A stage plot is a picture diagram of the stage that explains how you would like it to be set up. Be specific. If you have photos or from other similar events, that may help, too.

5. Your Contact Information

Always include primary contact info for stage and front-of-house work for the venue if any clarification on your tech rider is needed, and where applicable, include your website.