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CONTACT INFORMATION

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Becky Vaus  rvaus@spucepeakarts.org  Office: 802-760-4636
DIRECTIONS TO SPRUCE PEAK PERFORMING ARTS CENTER

From the Boston, MA Area
Take I-93 Northbound. This is a partial toll road. Exit to I-89 North, entering Vermont. Take exit 10 (Waterbury/Stowe). Turn right onto VT-100 N. Turn left onto VT 108 N/Mountain Road at three-way stop. Follow VT 108 for approximately 8 miles, before turning right into the Spruce Peak complex. Take your first left onto Hourglass Drive and the Performing Arts Center is on your right.

From the New York, NY Area
Take I-95 Northbound. This is a partial toll road. After approximately 70 miles, take exit 48 to merge onto I-91 N, passing through Massachusetts and entering Vermont. Take exit 10N to merge onto I-89 N. Take exit 10 (Waterbury/Stowe). Turn right onto VT-100 N. Turn left onto VT 108 N/Mountain Road at three-way stop. Follow VT 108 for approximately 8 miles, before turning right into the Spruce Peak complex. Take your first left onto Hourglass Drive and the Performing Arts Center is on your right.

From the New Haven, CT Area
Take I-91 Northbound. Entering Vermont, take exit 10N to merge onto I-89N. Take exit 10 (Waterbury/Stowe). Turn right onto VT-100 N. Turn left onto VT 108 N/Mountain Road at three-way stop. Follow VT 108 for approximately 8 miles, before turning right into the Spruce Peak complex. Take your first left onto Hourglass Drive and the Performing Arts Center is on your right.

From the Montreal, QC, Canada Area
Take QC-133 Southbound, entering the United States and Vermont. Continue onto I-89 S. Take exit 10 (Waterbury/Stowe). Turn right onto VT-100 N. Turn left onto VT 108 N/Mountain Road at three-way stop. Follow VT 108 for approximately 8 miles, before turning right into the Spruce Peak complex. Take your first left onto Hourglass Drive and the Performing Arts Center is on your right.

IMPORTANT NOTE: Route 108 between Jeffersonville and Stowe is narrow, winding its way between huge boulders. It is only one lane wide in spots and it is closed in the winter. Large trucks and busses get stuck in “The Notch” on a regular basis and you could be stuck behind one – or get yours stuck!

Do not take this road. If you find you are in Jeffersonville, take Route 15 to Route 100 in Morrisville. It is worth the extra 30 minutes to drive around the mountain.

Please contact the Box Office if you have questions or need directions.
MEDICAL AND EMERGENCY INFORMATION

Nearest Hospital

Copley Hospital
528 Washington Hwy
Morrisville, VT
(802) 888-8888

EMERGENCY ROOM SERVICES

Emergency Numbers
DIAL 911 FOR ALL EMERGENCIES
- Stowe Police Department (802) 253 7126
- Stowe Fire Department (802) 253-4315
- Lamoille Ambulance Services (802) 635-7724
- Waterbury Ambulance Services (802) 244-5003

Urgent Care
ExpressCare Waterbury 76 McNeil Road, Waterbury Center (802) 241-1532

Area Physicians
Stowe Family Practice 1878 Mountain Rd #3, Stowe, VT (802) 253-4853
Stowe Family Dentistry 1593 Pucker Street, Stowe, VT (802) 253-4157
Myeyedr (Optometrist) 1248 Rt 100S, Stowe, VT (802) 253-6322

Area Pharmacies
Osco @ Shaw’s 820 RT 100S (Before I89), Waterbury, VT (802) 241-4115
Rite Aid 48 Congress St. Morrisville, VT (802) 888-2226
Kinney Drug 80 South Main Street, Waterbury, VT (802) 244-8458
90 Morrisville Plaza, Morrisville (802) 888-5244
AREA INFORMATION

Hotels and Lodging

The Lodge at Spruce Peak
7412 Mountain Road
Stowe, VT 05672
(802) 760-7400
(802) 253-3560
*Gym Services
*Spa Services

Restaurants and Bars

Hourglass Lounge
Located in Stowe Mountain Lodge

Solstice Restaurant
Located in Stowe Mountain Lodge

For more lodging, restaurants and bars, please contact:
Becky Vaus (802) 760 4636 rvaus@sprucepeakarts.org

Post Office

United States Post Office
105 Depot Street
Stowe, VT 05672
(802) 253-7521

The UPS Store
112 South Main Street
Stowe, VT 05672
(802) 253-2233

Gas Stations

Alpine Mart/Valero (Shell)
968 Mountain Road
Stowe, VT 05672
(802) 253-8932
*Diesel Available

Billings Mobil
RT 100, near I-89
*Diesel available

Maplefield's at Stowe (Mobil)
14 South Main Street
Stowe, VT 05672
(802) 253-8843
*Diesel available but difficult to get to with large vehicles
# Banks

<table>
<thead>
<tr>
<th>Bank</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TD Bank</strong></td>
<td>39 Main Street</td>
<td>(802) 253-7368</td>
</tr>
<tr>
<td></td>
<td>Stowe, VT 05672</td>
<td></td>
</tr>
<tr>
<td><strong>People's United Bank</strong></td>
<td>1069 Mountain Road</td>
<td>(802) 253-8525</td>
</tr>
<tr>
<td></td>
<td>Stowe, VT 05672</td>
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</tbody>
</table>

# Hardware Stores and Lumber Yards

<table>
<thead>
<tr>
<th>Hardware Store</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Stowe Hardware &amp; Drygoods</strong></td>
<td>430 Mountain Rd.</td>
<td>(802) 253-7205</td>
</tr>
<tr>
<td></td>
<td>Stowe, VT 05672-5186</td>
<td></td>
</tr>
<tr>
<td><strong>RK Miles</strong></td>
<td>785 Sylvan Park Road</td>
<td>(802) 253-8516</td>
</tr>
<tr>
<td></td>
<td>Stowe, VT 05672</td>
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</tbody>
</table>

# Music Stores

<table>
<thead>
<tr>
<th>Music Store</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Guitar Sam</strong></td>
<td>71 Main St</td>
<td>(802) 229-0295</td>
</tr>
<tr>
<td></td>
<td>Montpelier, VT 05602</td>
<td></td>
</tr>
<tr>
<td><strong>Advance Music</strong></td>
<td>75 Maple St.</td>
<td>(800) 660-8652</td>
</tr>
<tr>
<td></td>
<td>Burlington VT 05401</td>
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# Groceries

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<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Shaw's</strong></td>
<td>751 Maple Street</td>
<td>(802) 253-4793</td>
</tr>
<tr>
<td></td>
<td>Stowe, VT 05672</td>
<td></td>
</tr>
<tr>
<td><strong>Harvest Market</strong></td>
<td>1031 Mountain Road</td>
<td>(802) 253-3800</td>
</tr>
<tr>
<td></td>
<td>Stowe, VT 05672</td>
<td></td>
</tr>
<tr>
<td><strong>Mac's Market</strong></td>
<td>88 South Main Street</td>
<td>(802) 253-4576</td>
</tr>
<tr>
<td></td>
<td>Stowe, VT 05672-4871</td>
<td></td>
</tr>
<tr>
<td><strong>Commodities Market</strong></td>
<td>512 Mountain Road</td>
<td>(802) 253-4464</td>
</tr>
<tr>
<td></td>
<td>Stowe, VT 05672</td>
<td></td>
</tr>
</tbody>
</table>
HOUSE POLICIES

**Personnel:** A Spruce Peak Arts Staff Member must be present in the theatre for ANY activity within the building.

**Theatre Entrance:** All artists and personnel should enter through the single door located at the rear of the theatre.

**Backstage Access:** Access is limited to authorized personnel of the artist and the staff of Spruce Peak Arts. Any guests or visitors backstage must be approved by Spruce Peak Arts prior to visitation.

**Parking:** All performers, technical staff and artistic personnel will need to park in the G Lot (located south of the Arts Center). Any and all parking restrictions will be conveyed to the artist on the day prior of each event. The Handicap Accessible Lot just south of the Arts Center is for load-In and load-out only and may not be used by any personnel during rehearsals and performances. Please contact the Technical Director to verify, as busy ski/tennis weekends can change this.

**Marketing and Publicity:** Placement of any posters, flyers, etc. in or around Spruce Peak Arts is solely at the discretion of Spruce Peak Arts management. The artist shall not affix any materials to the building directly. All marketing materials for the event must be approved by the Executive Director and/or designated representative prior to distribution or general market release.

**Telephone and Internet:** Spruce Peak Arts provides high-speed internet connection via Wi-Fi throughout the facility.

**Smoking:** Smoking within the building of the Performing Arts Center is strictly prohibited. By Vermont Law, any smoking on the part of the artist must be done behind the Arts Center, 50’ from the stage entrance and all butts must be properly disposed of.

**Pyrotechnics:** In accordance with Vermont fire codes, no open flame or pyrotechnics are permitted without the permission of the Fire Chief; this permission must be obtained no later than 2 weeks before the contracted event date. No internal combustion engines of any kind may be used at any time inside the facility. If your production utilizes pyrotechnics of any kind, please contact the Director of Production.

**Food and Beverage:** Outside food may not be brought into the theatre during any rehearsal, performance, or event without pre-approval. All backstage food and beverage must be coordinated through the Director of Production prior to the actual rental time in the facility.
House and Lobby Opening: The lobby is opened at least 1 hour prior to the scheduled time of the event, and the house is open to the patrons ½ hour prior to the scheduled time of the event. Any delay in the opening of the house, or the starting of the event, is done at the discretion of the Director of Production.

Liquor: In accordance with the liquor license and the Vermont Department of Liquor Control, no unauthorized alcohol may be brought into the facility, no alcohol provided through concessions or hospitality may be removed from the building before, during, or after the event. Also, in accordance with the Vermont Department of Liquor control a bartender is required in the presence of any alcohol.

Illegal Substances: Illegal drugs, controlled substances, and non-authorized alcoholic beverages are not permitted in or on the property at any time.

Security: Security is available at the request of the artist, and will be provided.

Stage: Bolting or fastening to the stage floor is expressly forbidden. Any attaching to the stage walls must be reviewed with the Stage Manager prior to approval. No taping, nailing, etc. in the dressing rooms, green room, or backstage walls is permitted.

House Curtains: Nothing may be affixed to any of the draperies or soft goods in the Performing Arts Center.

Cables and Wiring: Any and all additional cables and wiring for lights, sound, and effects must be run safely along the floor, stage and house; in addition, cables and wiring should be taped down in the appropriate areas to maintain the safety of all parties; said safety is under the discretion of the Director of Production.

Sound Check and Rehearsal: No audience is permitted at scheduled rehearsals or sound checks without prior approval of both artist and the Director of Production /Executive Director. In addition, Spruce Peak Arts reserves the right to set the final volume levels for any sound in the facility.

Attire: Any personnel required to be in the house and/or have contact with patrons during the event, must be attired appropriately; this includes but is not limited to all black, no ripped jeans, t-shirts, etc.

Load-In Shoe Policy: During inclement weather, an “inside” and “outside” shoe policy will be put into effect in order to minimize the water and salt damage to the stage.

Cyclorama: Please take caution during load-in, load-out and other activities taking place in proximity to cyclorama. It is fragile, expensive and very easily damaged.
**Breakdown and Load-Out:** No breakdown of the stage or load-out may begin until the House is deemed “clear” by a member of the Spruce Peak Arts Staff. Upon load out of an event, all related equipment and material must be removed. Anything left in the building subsequent to an event will be disposed of. At the end of load out, Spruce Peak Arts staff and the visiting artists with do a joint walk through to make sure that all visiting inventory is loaded out and accounted for.

**Dangerous Activity:** Safety to persons and property is considered the most important rule of consideration. If at any time the wellbeing of staff, patrons or equipment is threatened or jeopardized, it is within the power of the Spruce Peak Arts staff to terminate these actions immediately.

**MERCHANDISE**

Event merchandise is sold at the discretion of the artist. If the artist chooses to sell merchandise it will be sold in the Lobby of the Spruce Peak Performing Arts Center. Arrangements for tables, chairs, skirting, easels, power or related items can be made with the Director of Production.

The profit split of merchandise is an 80/20 split after Vermont State Tax if the performer chooses to have a member of the Spruce Peak Arts Staff act as the Seller. If the artist provides his or her own Seller, the profit split of merchandise is 85/15. Unless otherwise dictated per contract.

House policy dictates that both a pre and post show count of inventory must take place; at the start of the event, and the closing of the lobby both the seller and Spruce Peak Arts Staff must sign off on profit split and inventory.

Please note that there is no in-house credit card machine available for merchandise, and the accepting of personal checks is done at the discretion of the artist.

Any inventory or material left behind after the load out of an event is subject to disposal. In addition, arrangements can be made to mail remaining inventory at the artist's expense.
STAGE INFORMATION

Please see attached Floor Plan and Section for more information.

Basic Overview
The Spruce Peak Performing Arts Center stage is an open proscenium, platform stage, equipped with a tension grid allowing easy access to the lighting positions and circuits, in addition to the ability to hang stationary scenic elements.

Seating Capacity and Layout
Seating Capacity: 417
- The seating capacity is made flexible through the arrangement of Box Seating (located both House Right and House Left) and Stage Seating.
- Box Seating may be adjusted to compensate for sight lines only under the permission of the Director of Production.

Maximum Room and Stage Occupancy: 649

Floor
The stage floor is a sprung finished wood floor, finished in a flat ebony stain. Any bolting or fastening to the stage floor is expressly forbidden.

Upon artist request, the stage floor can be completely covered with Rosco Andagio black Marley. The Marley spans the entire proscenium opening and from the downstage edge of the stage floor upstage to the cyclorama. If the Marley is to be used during a performance, Spruce Peak Performing Arts Center requests that no high-heeled shoes or tap shoes be worn by the artist.

Stage Dimensions
- Proscenium Opening: 56’4” wide by 24’ high (this can be adjusted using the main drape or tracked wood panels)
- Stage Floor to bottom of Tension Grid: 26’6”
- Full Stage Width: 77’0”
- Stage Depth (Plaster Line to Back Wall): 31’0”
- Apron (Edge of stage to Plaster Line): 3’3”
- FOH Lighting Catwalk: -26’6” from the Plaster Line

Loading Access
Spruce Peak Performing Arts Center does not have a loading dock. From the parking lot, crew uses a handicap access ramp from the parking lot to the loading doors.

Loading access to the stage is stage left through a set of double doors (8’0” high by 6’0” wide) leading directly to the stage. Crossover access behind the stage is a corridor (7’6” wide, 59’0” long and 10’0” high) that can be used for the temporary storage of properties.
Soft Goods
Masking is provided with dead-hung borders, two sets of black velour legs on tracks and a traveler at the rear of the stage that can serve either as masking or a black backdrop. The legs and drop can be tracked completely off to the stage walls. In addition, a white cyclorama is located at the rear; it is also hung on a track that allows it to be stored offstage. There is a main drape that covers the full width of the proscenium.

Section View
MISCELLANEOUS HOUSE EQUIPMENT AND INVENTORY

Chairs
· Orchestra Chairs 30
· Black Chairs 28
· Stools 6 at 36”
· Stools 2 at 24”
· Box Seat Chairs 58

Music
· Music Stands 44
· Music Stand Lights 55

Wardrobe
· Coat Racks 2
· Z – Racks 4
· Ironing Boards 2
· Irons 1
· Steamers 2
· Quick Change Booth 1 (Available Upon Request)

Stage
· Risers (4’x8’) 6
· Riser Heights (Leg Sets)
  · 6” 10 Sets
  · 12” 4 Sets
  · 18” 8 Sets
  · 24” 4 Sets
· (2) Beam Clamps 12 (2 Ton)
· (2) 6’ A-Frame Ladders
· (1) 10’ A-Frame Ladder
· (1) 30’ Extension Ladder
· (6) Dollys
· (2) Hand Trucks
· (3 sets) Stairs

AV & Electrical
· (2) A/V Cart
· (10) Blue Clip Lights

For any questions or further information regarding the stage or inventory please contact the Director of Production.
DRESSING ROOMS AND GREEN ROOM

The Spruce Peak Performing Arts Center has two dressing rooms with lighted mirrors, chairs and clothing racks. Hangers, hand towels, and bath towels are provided. Two ironing boards, irons, and steamers are available for artist use.

Each dressing room has high speed internet via Wi-Fi. In addition, each dressing room is equipped with a sound system for monitoring the show in progress and a 2 channel Clear-Com intercom system.

Located in close proximity to the dressing rooms are 3 restrooms, and 1 private shower available for artist use.

The Green Room is furnished with armchairs, a couch, coffee table, microwave oven, and small refrigerator. Any items provided by hospitality will be located on tables in the Green Room, unless otherwise specified.

AUDIO INFORMATION

Power
- 120/208V, 3Ø 100A (5 wire with CamLocks)
- 6 20Amp Circuits located Stage Left
- 6 20Amp Circuits located Stage Right

Control Location
- Front of House Control Location is upper right side of the Mezzanine or the Control Booth at the located at the rear of the House.

Assisted Listening System
- Listen Technologies LT-800-972 Complete RF System
- Listen Technologies LR-4008 RF Receivers

Monitor/Paging System
- Monitors are located in backstage restrooms, dressing rooms and green room. Paging happens via the Clear-Com system panels in the dressing rooms and green room.

Production Communications
- Clear-Com MS702 2-Channel Master Station
- Clear-Com RS602 (6) 2-Channel Belt Packs, (6) Headsets
- Clear-Com KB-701 Clear-Com Stations (located in each dressing room)
- Clear-Com KB-702 Clear-Com Station (located in the Green Room)
FOH Console Midas M32
- 32 input / 16 output
- Compression, gates, and four band parametric EQ for each channel and aux outputs.
- 31 band EQ on all outputs
- 2 Deck Denon CD Players

Monitor Console Soundcraft Spirit
- 48 input / 12 output
- (8) Monitor mixes w/ 31 band eq
- 4 band, 2 sweepable parametric eq per channel

Amplifiers
- Main: (2) d&b D12
- Monitors: (2) QSC CX128

Speakers
- (4) d&B C7
- (2) d&b B2 Subwoofers
- (2) QSC KB front flls

Microphones
- (2) Shure SM 81
- (2) Shure Lavalier
  - or
- (2) Shure temple boom
- (2) Shure SM 58 Wireless
- (1) Shure Beta 87A Wireless
- (6) Shure SM 57
- (5) Shure SM 58
- (2) Shure SM 86
- (1) Shure Beta 52
- (3) Sennheiser E604

Monitor Speakers
- (2) JBL SRX700
- (4) JBL MRX500 (biamped)
- (4) Renkus-Heinz 12" w/horns

Microphone Stands
- (10) tall triangle base
- (4) tall round base
- (6) medium round base
- (9) booms
**Miscellaneous**

- (2) Guitar Stands
- (1) keyboard stand

For more and questions or further information regarding the Audio Information or inventory please contact Sound Engineer, Kevin Bloom.
LIGHTING INFORMATION

Power
- 120/208V, 3Ø 100A (5 wire with CamLocks)*
- 6 20Amp Circuits located Stage Left
- 6 20Amp Circuits located Stage Right

Dimmers
- 166 15Amp dimmers (156 dedicated to the Stage, 10 dedicated to the House)

Control Console
- ETC ION 1000 (with dual monitors)
- 2x20 Fader Wing

Auxiliary Control
- A Net3 Radio Focus Remote is available.

Location
The primary control location is the Control Booth located at the rear of the House; however, the House and stage left are also available control positions depending on the needs of the event and the preference of the artist.

Special Effects
Ultra-Tec Radiance Hazer (wired remote, DMX control and stand-alone operation)

*Please note: this power source is not independent to Lighting.

NOTE: If a production utilizes any equipment or props that cause smoke or haze, Spruce Peak Arts will need to turn off the air handlers in the building. Use of these props are weather dependent and permission to use them will be decided day-of-show.

Equipment Inventory

<table>
<thead>
<tr>
<th>Instrument</th>
<th>Available Inventory</th>
<th>Wattage</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETC Source 4 19°</td>
<td>24</td>
<td>575w</td>
</tr>
<tr>
<td>ETC Source 4 26°</td>
<td>24</td>
<td>575w</td>
</tr>
<tr>
<td>ETC Source 4 36°</td>
<td>38</td>
<td>575w</td>
</tr>
<tr>
<td>ETC Source 4 Zooms (25-50°)</td>
<td>12</td>
<td>575w</td>
</tr>
<tr>
<td>ETC Source 4 Par EA (w/ lens kit VNSP, NSP, MFL, WFL)</td>
<td>24</td>
<td>750w</td>
</tr>
<tr>
<td>ETC Source 4 ParNel (25-45°)</td>
<td>10</td>
<td>750w</td>
</tr>
<tr>
<td>Selecon Aurora 3-Cell Cyc Lights</td>
<td>5</td>
<td>1k</td>
</tr>
</tbody>
</table>
Accessory Inventory

- (30) ETC “B” Size Gobo Holders
- (10) ETC “A” Size Gobo Holders
- (12) 6.5” Donuts

Follow spots

(2) ETC Source 4 19° (750w) with iris’, spot yokes and optional color changers, located in the FOH Catwalk.

Hardware

- (2) 6” Booms
- (6) 16’ Booms with 50lb. bases
- (2) 18’ Booms with 50lb bases
- (48) Sidearms

Stage Work Lights

Overstage work lights are combination of fluorescent and incandescent fixtures that are controlled by two hard switches located stage right, and at the hatch located above the booth.

House Lights

The house lights are controlled via two separate protocols: the Paradigm system, and the lighting console in the booth. The house lights are designated dimmers 166, 168-170.

Vestibule Lights

The Vestibule lights are located in the hallway entrances to the theatre and are only controlled by the lighting console and designated dimmer 167. House policy dictates that the vestibule lights are to be on and at full at any time that the House is at full, or the doors to the House are open.

Foot Lights and Knee Wall Lights

The Foot Lights and Knee wall Lights are safety lighting located in the house and around patron seating. Vermont fire code states that these lights must remain on if there is a patron present. These lights prevent the House from entering a full black out, and are controlled via two hard switches located in the Control Booth.

Color and Templates

Spruce Peak Arts is primarily a Rosco house with a various color and gobo inventory. Spruce Peak Arts is willing to accommodate special color and template orders with advance arrangement and notice.

For more and questions or further information regarding the Lighting information or inventory please contact:

Belinda Emerson - Lighting Supervisor
emerson@sprucepeakarts.org
PROJECTIONS INFORMATION

Projector
There is one fixed video projector located in the Control Booth located at the rear of the House.

Model
Christie D Series LWU601i-D

Inputs
The projector is set up with inputs for various media including: VCR, DVD, Blu-Ray, HDMI, VGA, and RGB.

Output
- 6,000 ANSI Lumens
- HDTV

Projection Screen
The fixed projection screen is a Dalite Professional Electrol with a 144”x256” viewing area. Please refer to Ground Plan and Line Set Schedule for further information.

The Cyclorama located at the rear of the stage may also be used as a projection surface if the artist desires a large image.

Input Locations
- VGA: The Control Booth, House Left, or 3 locations at the front of the Stage
- RGB: The Control Booth House Left.
- HDMI: The Control Booth.
- VCR, DVD, Blu-Ray: The Control Booth.

Control Specs
The projector operates using Extron and Crestron video-processing equipment, unless using a VGA or RGB input which allows for computer operation.

Control Location
Inputs being operated through the Crestron system can be controlled in the Control Booth, the Front of House, or Stage Left. Inputs being operated through computer are limited by input location, and length of cable.
THEATER SEATING CHART

Spruce Peak Performing Arts Center
Stowe, VT