

# mercury theatre colchester

Studio Technical Specification

&

Production Pack

Updated October 2018

The information contained in this pack is subject to change and should be used in consultation with the theatre's Technical and Production departments.

**Colchester Mercury Theatre Limited** Balkerne Gate Colchester Essex CO1 1PT

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**Artistic Director** Daniel Buckroyd  
Registered in England no. 441035

**Executive Director** Steve Mannix  
Registered office as above

VAT no. 205 4029 49

Charity registration no. 232387

# Welcome!

Welcome to the Mercury Theatre, we look forward to hosting you and your production and hope that we can make it as enjoyable and as smooth as possible.

Please read through the following production pack and do not hesitate to get in touch with any members of the Production department should you have any queries. On our technical page you will find DWG plans of the Main House, DWG files of the studio will follow soon. You can also find a copy of the Mercury theatre Health and Safety policy, please read ensure the visiting company manager has read this prior to their arrival.

We do ask that you send your own technical requirements to the theatre at least six weeks in advance of your arrival, our Technical Manager will then have the opportunity to discuss with you anything that might arise from this and we can work with you to ensure we maintain the highest production standards.

Due to the difficult access for articulated vehicles we ask that you specify clearly in your technical rider what vehicles you will be bringing, and all arrival times. Any articulated vehicle requires our technical team to assist in the reversing of the vehicle to our building and for drivers that have not visited us before, this can take up to an hour (experience dependant) due to traffic and the narrow street. We normally average 20 minutes to park articulated vehicles.

You will find a kit list of all our sound and lighting equipment in this pack, if you would like to use equipment not covered by this list please contact us. We can also arrange to hire additional equipment on your behalf at competitive rates.

There are some facilities and equipment that will be subject to an additional charge to cover ongoing maintenance/running costs or additional staffing. Please contact the Technical Manager to discuss the recharges that might be payable for your production or event.

We are very proud to now include technical information on our new studio space that opened Autumn 2015, you can find this towards the end of this document. The technical information for the space is evolving as we use the space more and more and any questions you might have can be answered here or by getting in touch.

We hope you find everything you need and we look forward to hosting you soon.

Many thanks

**Mercury Theatre Production Department.**

# Contacts

## Theatre Address

Mercury Theatre  
Balkerne Gate  
Colchester  
Essex  
CO1 1PT

To access the theatre using SatNav, use the postcode CO1 1NF

## Production and Technical Staff

Head of Production – Mandy Ivory-Castile  
[mandy.ivory-castile@mercurytheatre.co.uk](mailto:mandy.ivory-castile@mercurytheatre.co.uk)  
01206 245 505

Head of Construction – Phil Attwater  
[phil.attwater@mercurytheatre.co.uk](mailto:phil.attwater@mercurytheatre.co.uk)  
01206 245 473

Technical Department – [technical.admin@mercurytheatre.co.uk](mailto:technical.admin@mercurytheatre.co.uk)

Technical Manager – Ben Wills  
[ben.wills@mercurytheatre.co.uk](mailto:ben.wills@mercurytheatre.co.uk)  
01206 245 511

Deputy Technical Manger – Kiaran Kesby  
Senior Technician (Sound) – Dominic Beale  
Senior Technician P/T (Stage) Roger Mills Lewis  
Technicians – Kate Cirne, Jim Bonner  
Junior Technician – Darryl Ward  
Technical Apprentice – Woody Whymark

Stage Management Department – [sm@mercurytheatre.co.uk](mailto:sm@mercurytheatre.co.uk)

Stage Manager P/T – Rebecca Raggett - [rebecca.raggett@mercurytheatre.co.uk](mailto:rebecca.raggett@mercurytheatre.co.uk)  
Deputy Stage Manager – Emilie Leger  
Assistant Stage Manager – Becky Larter  
Assistant Stage Manager – Esther Patchick Malkinson

## Workshop

Workshop Assistant – Harriet Wheatley

## Wardrobe

Wardrobe Manager – Corinna Vincent  
[corinna.vincent@mercurytheatre.co.uk](mailto:corinna.vincent@mercurytheatre.co.uk)  
01206 245 506

Assistant Wardrobe Manager - Chantelle Cox

## General Information

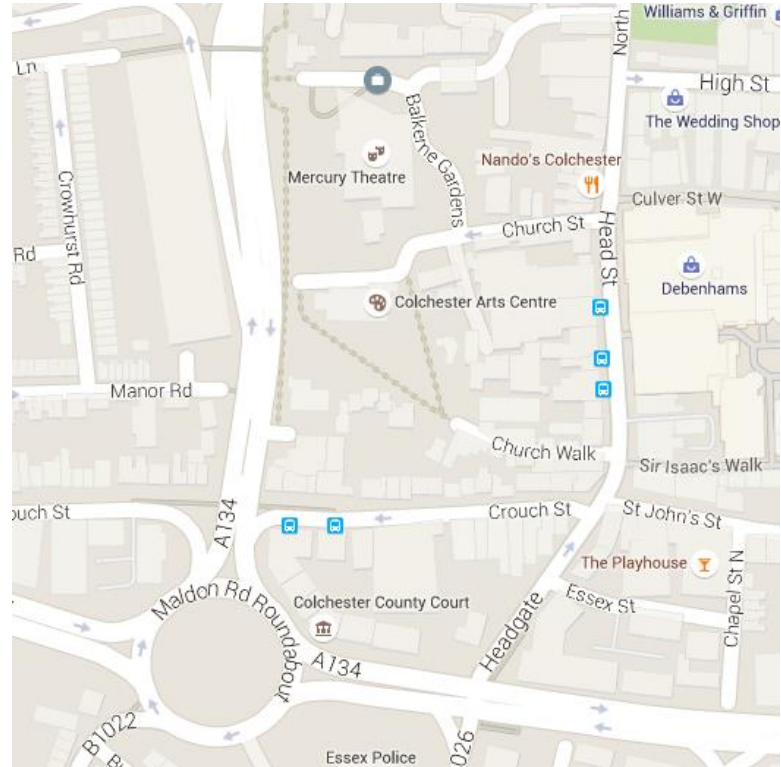
The Mercury Theatre is situated in the heart of Colchester, built in 1972, The Mercury Theatre is East Anglia's most active producing theatre with productions throughout our seasons that are produced in-house under our "Made in Colchester" brand. We have two performance spaces, our main house and our studio space that host a wide variety of performances and events

## How to find us

### Driving

The Mercury is only a 5-minute walk from Colchester Town Centre with great local bus links and is within walking distance of both Colchester North and Colchester Town station.

The nearest car park to the theatre is St Mary's Car Park (CO3 3AA). For customers parking in St Mary's we offer £1.50 car parking (for both evening and matinee performances). Please note there are no longer entrance and exit barriers at the car park. Please note you will need to buy your discounted parking voucher in advance and it must be displayed in your windscreen when parking. Please allow plenty of time to find a space as car parks do get busy at peak times. If St Mary's car park is full you may also park in Middleborough car park with a pre-paid voucher from the theatre.



### Train

We are only an hour from Liverpool Street railway station by train. There are trains every hour to and from London. Walking from the station takes around 20 minutes

### Taxis

PDQ Cars 01206 540 540

Hawaii 5-0 01206 543 210

Five Sevens 01206 577 777

### Bus

Our closest bus stop is on Head Street (outside the Odeon / Nando's) – postcode: CO1 1NH.

## Access

Access to the theatre for vehicles is a left turn from Head Street into Church Street, a very narrow street with shops and bars either side. Please inform us within your technical rider what size vehicle you are bringing as we are required to marshal any vehicle larger than a long wheelbase van to ensure the safety of pedestrians, buildings, and of course your incoming production. If you are touring an articulated lorry this requires four members of Mercury Theatre staff to ensure the safety of all involved, and is mandatory for all articulated lorry deliveries and collections. Please make sure that you consider this when scheduling your crew call for get ins/outs. Due to the narrow streets and the difficulties around our access it can take up to an hour to park an articulated vehicle, again please allow this time in your scheduling. Any concerns regarding this then please do not hesitate to get in touch with our Technical Manager.

Access to our studio is via a set of single height double doors and through a corridor to our entrance USR.

## Parking

Due to on-going building works, we can only allow one vehicle to park on site. If there are more than one vehicle, you are able to purchase a ticket from box office to park in St Mary's car park (2 minute walk from the theatre). Any questions please refer them to the technical department. Other vehicles may pick up and drop off but should make alternative arrangements for parking, please see our [How to Find Us](#) section for more details.

# Studio Theatre

The Mercury Theatre's Studio has recently undergone a large refurbishment and now seats 96 at full capacity, in a fully retractable unit of tiered seating.

Please note:

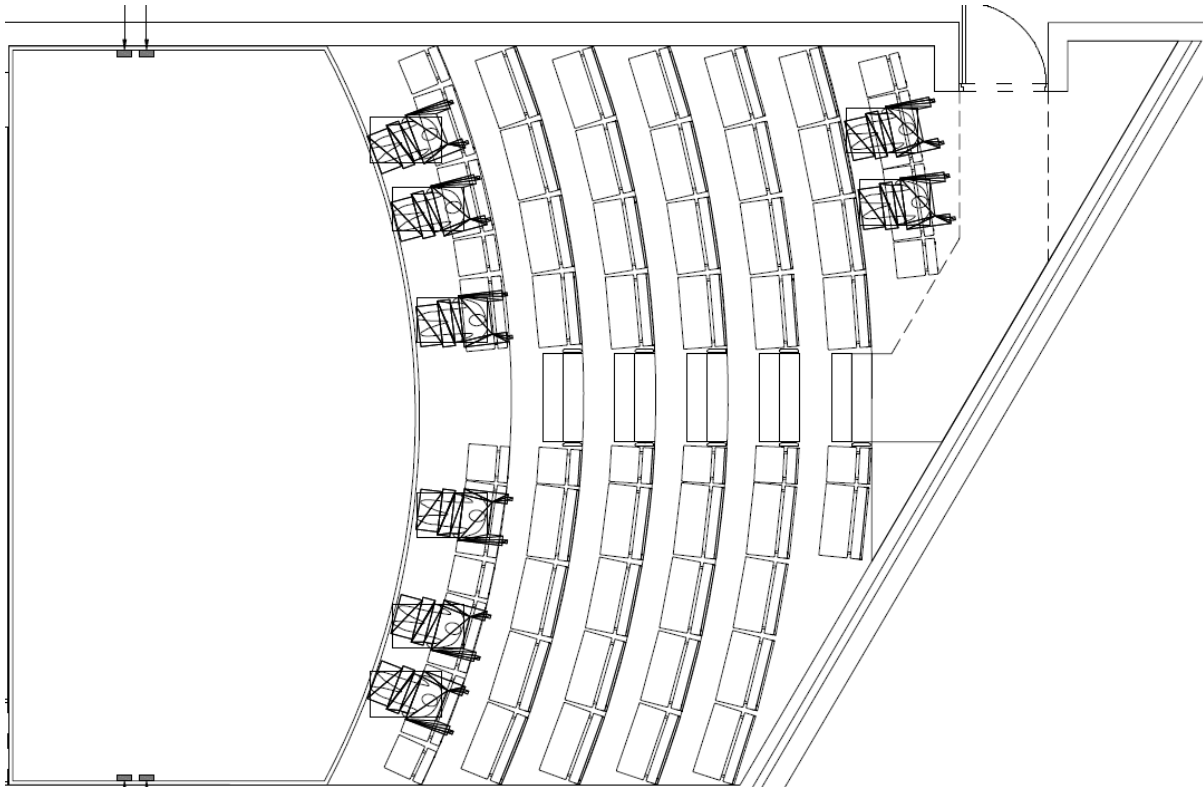
Due to the restrictions on stage size the front row of removable seating will not be used or sold unless staging size permits. This reduces the capacity to 80, and the extra sixteen seats will not be released or sold unless there has been prior agreement with the visiting company and the Technical Manager.

Air conditioning has been installed in the Studio for comfort during all seasons.

We are equipped with digital filming equipment, and projection, including displays from our Main House relay system to the studio. There is 7.1 surround sound and large permanently rigged projection screen upstage that, when not in use, is masked by soft black masking that surrounds the space on tracks.

## Stage Dimensions

The front of the seating bank is curved, the DSC point allows for 5.8m from the bottom of the centre treads to the US wall. At either end there is 4.9m between seating and US wall. If the front row of seating is in place this reduces the stage depth by 1m and should be considered when planning any stage installation in the space. The width is 9m. The plan below shows the space from above:



Height to underside of fixed truss LX IWB's is 5.25m

### Studio Lighting

Due to the multi-use nature of our Studio space we are generally only able to offer visiting companies a fixed lighting rig, containing predominantly pre-focused lanterns, providing warm and cold washes, side light, backlight in blue and amber, and options for specials and other washes. This standard rig also includes a small selection of focusable lanterns that can be moved at no charge to the visiting company to help personalise the lighting to each show.

Where a visiting company's show has very specific lighting requirements and/or is touring with a lighting designer, we can undertake more substantial re-rigs by prior agreement, although it is worth noting that any lanterns moved from their fixed rig position will need to be returned to that position during the get-out and any technical staffing over and above the contracted hours required to undertake this will usually be re-charged to the visiting company.

Full plans of the Studio and the standard fixed lighting rig can be obtained from our Technical Manager, Ben Wills, who will also be happy to discuss your lighting requirements by telephone, email, or in person should you wish to arrange a site-visit.

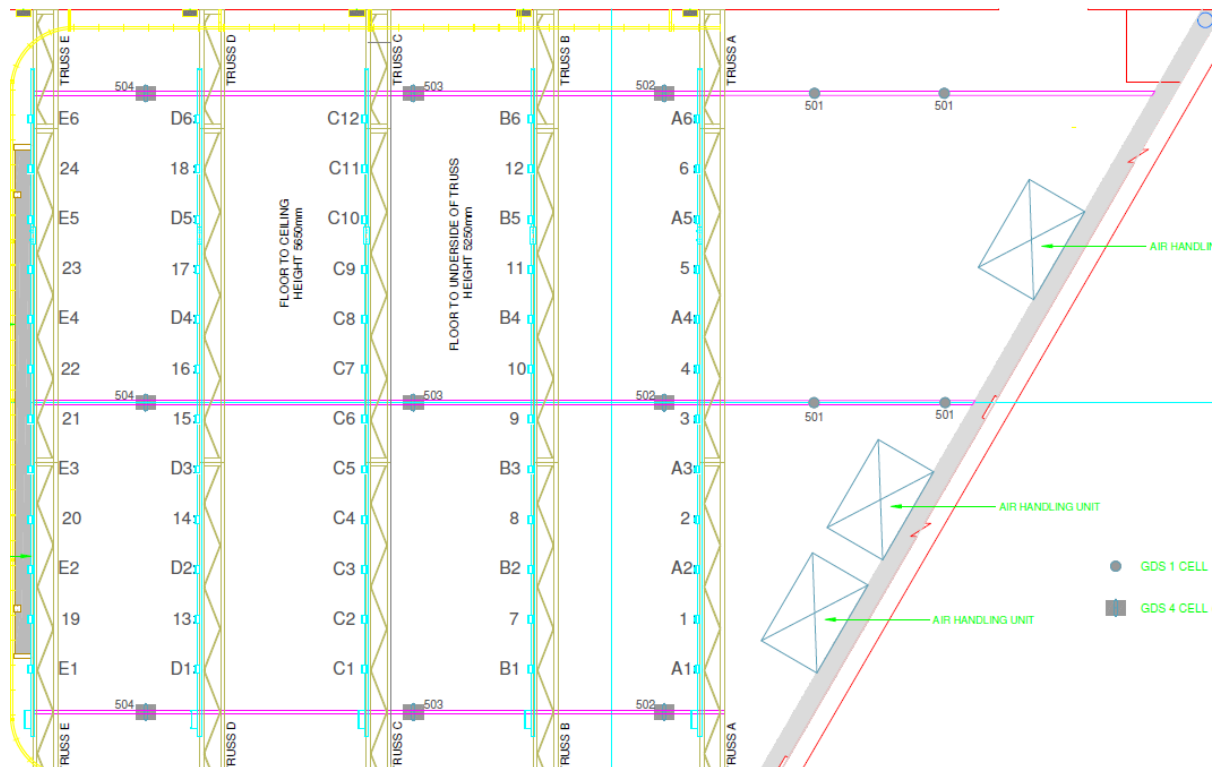
### Lighting Equipment

5 x Selecon SF1000 Fresnel 1Kw  
6 x Selecon PC1000 pebble convex 1Kw  
13 x Selecon Compact 6 Fresnel 1Kw (2 x not rigged)  
18 x Strand Cantata 26/44 profile 1Kw (1 x not rigged)  
12 x Strand Cantata 18/32 profile 1Kw (not rigged)  
6 x Strand Prelude 16/30 650w profile (not rigged)  
8 x Parcan CP62 1kw  
1x ETC Ion

There is also a selection of sun floods, birdies, and other miscellaneous lighting equipment. Please ensure you send your technical specification to us at least six weeks in advance and discuss any technical requirements with us at this time.

## Notes regarding patching of lighting equipment:

The studio rigging consists of five truss bars, each with twelve 15a sockets available, and a further six 15a circuits per side USL and USR. However it is important to note that there are six ways of hard patched circuits on bars A, B, D, E. All other circuits will need to be patched through four BetaPack dimmers, allowing for a further 24 ways of dimming. This makes a maximum number of dimmable circuits 48, IF all hard patched ways are used. This does require consideration when lighting in the studio space. The following diagram should clarify this:



*All numbers that are not preceded by a letter are hard patched circuits*

Working lights/house lights are GDS single and four cell units that are controlled via the lighting desk. Your technician will be able to patch these for you during your get in.

DMX is available both SR and SL on each truss, as well as USR and USL on the patch panels.

Any bars that run US-DS are not available for rigging as these are only load tested for our speakers and house lights. Any further weight compromises the safety and a re-charge for damage inspection will be made to the visiting company.

### Sound Equipment

Currently the studio is equipped with an Allen and Heath ZED-16FX Mixer, this feeds into our 5.1 surround sound system that is permanently rigged. We have a Yamaha TR5 which can be used but with an additional cost and prior notice. Use of any microphones will be in agreement with the Technical Manager prior to your arrival, and will be discussed when the technical specification of your performance is sent six weeks in advance.

There are tie-lines on all trusses for both male and female XLR, as well as 8 inputs and two outputs USR and USL on the patch panels.



## AV and Data

Cat5 ports are available on all trusses as well as on the USR and USL patch panels.

We have a permanently rigged Panasonic LCD projector, focussed for the projection screen rigged in the space. This is not available to move around the space and cannot be re-focussed. Should you require any further AV please discuss with the Technical Manager, however further projection equipment maybe subject to a re-charge to the visiting company.

Comms are provided within the space should they be required. We do not have QLX.

The show is operated from a control room above MSR and gives a good view of the stage, there is also video relay provided to ensure full colour and infra-red coverage of the stage is available to the operators.

## Dressing Room

There are two dressing rooms on stage level for the studio, access to each is via the US exits. Any further dressing room requirements needs to be discussed in advance as they may be used for a main house production.

*View from USR with front row of seating removed for capacity of 80*

