



PORTLAND'5  
**WINNINGSTAD**  
THEATRE

## Technical Information

1111 SW Broadway  
Antoinette Hatfield Hall  
Portland, OR 97205-2913  
Main: 503-248-4335  
Fax: 503-796-6507

**[production@portland5.com](mailto:production@portland5.com)**

**Please Note:**

Although every effort has been made to accurately reflect the equipment available, some equipment may not be available at the time of your performance. Changes to lighting, audio, or rigging configuration and use of some equipment may result in additional costs.

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# General Information

## **Address**

Dolores Winningstad Theatre, Antoinette Hatfield Hall\*  
1111 SW Broadway (between SW Main and SW Madison Streets)  
Portland, Oregon 97205-2913

\*When sending parcels, please indicate name of the event on the label.

## **Time Zone**

Oregon is in the Pacific Time Zone (UTC/GMT -8) and observes Daylight Savings Time.

## **Production Services**

To reach a Production Supervisor, please use the general email address found below for all inquiries:  
production@portland5.com

Assistant Director of Production Services  
Catherine Walsh  
503-796-6519  
CatherineWalsh@portland5.com

## **Programming and Booking**

Director of Booking and Sales  
Heather Wilton  
503-274-6568  
HeatherWilton@portland5.com

## **Event Services & Front of House**

Assistant Director of Event Services  
Michele Doumitt  
503-274-6577  
Michele@portland5.com

## **Box Office**

Director of Ticket Services  
Stephanie Viegas Dias  
503-274-6598  
StephanieViegasDias@portland5.com

## **Catering**

General Manager, pacificWild  
Riley Hartman  
503-432-2904  
RileyHartman@portland5.com

## Area Hotels

### **The Hotel Zags Portland**

515 SW Clay St.  
Portland, OR 97201  
503.484.1084  
<https://www.thehotelzags.com/>

### **The Heathman Hotel**

1001 S.W. Broadway Ave.  
Portland, OR 97205  
503.241.4100 or 800.551.0011  
[heathmanhotel.com](http://heathmanhotel.com)

### **Radisson Red**

1455 SW Broadway  
Portland, OR 97201  
800.967.9033  
[radissonred.com](http://radissonred.com)

### **Portland Marriott Downtown Waterfront**

1401 SW Naito Parkway  
Portland, Oregon 97201  
503.226.7600  
[marriott.com](http://marriott.com)

### **Portland Paramount Hotel**

808 SW Taylor Street  
Portland, Oregon 97205  
503.223.9900  
[portlandparamount.com](http://portlandparamount.com)

## Taxi Services

Taxis are typically available at corner of SW Broadway and SW Salmon, one block north of the theater. Stage Door Attendants can also call for taxi service. Downtown Portland is also well served by Ride Sharing services.

## Restaurants

### **ArtBar and Bistro**

located in Antoinette Hatfield Hall  
1111 SW Broadway Ave.  
Portland, OR 97205  
503.432.2905  
[portland5.com/artbar](http://portland5.com/artbar)

### **Swank Restaurant, Swine Moonshine & Whisky Bar**

Located in the Paramount Hotel  
808 SW Taylor St.  
Portland, OR 97205  
503.943.5844  
[swankandswine.com](http://swankandswine.com)

### **Headwaters**

1001 SW Broadway Ave.  
Portland, OR 97205  
503.241.4100  
[headwaterspdx.com](http://headwaterspdx.com)

### **Higgins Restaurant**

1239 SW Broadway Ave.  
Portland, OR 97205  
503.222.9070  
[higginsportland.com](http://higginsportland.com)

## Laundry

**Washers and dryers:** Two washers and two dryers are available in the basement of Antoinette Hatfield Hall, Rm B47- reserved for client use. Please note these washers and dryers are for all three theaters in the building and use must be coordinated through a Production Supervisor.

## Dry Cleaning

Bee Dry Cleaners  
1026 SW Salmon St.  
Portland, OR 97205  
503.277.1144

Downtown Cleaners  
609 SW 3rd Ave.  
Portland, OR 97204  
503-227-7881

## Travel Directions

**From the North (I-5 South or I-84 West):** Follow I-5 to the “City Center/Oregon City” exit. Follow “City Center” signs. After crossing the Morrison Bridge, continue on SW Washington five blocks, to SW Broadway. Turn left on Broadway and continue six blocks to SW Main Street. Antoinette Hatfield Hall is on the right side, between SW Main Street and SW Madison Street.

**From the South (I-5 North):** Follow I-5 to I-405 West. Take the SW Salmon Street exit. Turn right on SW Salmon Street. Continue eight blocks to SW Broadway. Turn right on SW Broadway. Continue one block to SW Main Street. Antoinette Hatfield Hall is on the right side, between SW Main Street and SW Madison Street.

**From the East (Highway 26 West or Highway 99 West/McLoughlin Boulevard):** Cross the Ross Island Bridge and follow “Highway 26/Naito Parkway” signs. Continue on Highway 26 to SW 6<sup>th</sup> Avenue. Turn right on SW 6<sup>th</sup> Avenue. Continue twelve blocks to SW Main Street. Turn left on SW Main Street and continue one block to SW Broadway. Antoinette Hatfield Hall is on the left side, between SW Main Street and SW Madison Street.

**From the West (Highway 26 East, “Sunset Highway”):** Choose the center lane upon approaching the Vista Ridge Tunnel. Take the “Market Street/City Center” exit after exiting the tunnel (center lane). Continue six blocks to SW Sixth Avenue. Turn left on SW Sixth Avenue. Continue five blocks to SW Main Street. Turn left on SW Main Street. Continue one block to SW Broadway. Turn left on SW Broadway. Antoinette Hatfield Hall is on the right side, between SW Main Street and SW Madison Street.

## Parking

**Production and Talent Parking:** Limited parking spaces for loading/unloading may be coordinated with the Production Department. Portland’s does not have a parking lot or arrangements for reduced parking prices with any surrounding lots. Idling of buses or trucks is prohibited at all times.

**Long-Term Truck Parking:** Portland traffic regulations prohibit overnight curbside parking. The Production Department can provide information about long-term parking options.

## Accessibility

Thirteen wheelchair accessible seats are available on each side of the house (Total: 26), 1<sup>st</sup> Tier on the Stage level.

Assistive Listening Devices are available from Coat Check for every event.

Audio Description, Captioning and American Sign Language Interpretation are available upon request. Please coordinate with the Box Office.

## Emergency Numbers:

### ALL EMERGENCIES – 911, OR 9-911 FROM INSIDE LINES

Police and Fire Non-Emergency: 503-823-3333

Ambulance: 911

Hospital Emergency Room  
Legacy Good Samaritan Medical Center  
1015 NW 22<sup>nd</sup> Ave  
Portland, OR 97210  
503-413-7711

Urgent Care Clinic  
The Portland Clinic  
800 SW 13<sup>th</sup> Ave  
Portland, OR 97205  
503-221-0161

Chiropractic Clinic  
City Chiropractic  
806 SW Broadway  
Portland, OR 97205  
503-224-5911

Dental Clinic  
West End Dental  
833 SW 11<sup>th</sup> Ave, Suite 300  
Portland, OR 97205  
503-224-7851

# Management

## **Production Office**

A dressing room may be used as a Production Office, otherwise there is no dedicated Promoter or Client Production Office available. (Copier, printer and fax machine available in P5 Operations Management Office corridor near Stage Door during regular business hours) Phone and computer lines available in control booth at back of house, stage level. Wireless internet available in house and lobby. [Additional costs may apply]

## **Green Room**

Small Green Room located SR with a couch, can also be used as a Dressing Room (no facilities) Kitchenette located in the Dressing Room Corridor one level below. (The Entry room, offstage right, may be set up as a Green Room.)

## **Stage Manager's Console**

Portable lectern available as onstage SM console, with 1-channel production intercom. Additional SM position in control booth at back of house, stage level, with 1-channel production intercom, audio monitor, and paging microphone.

## **Rehearsal Room**

There is no separate area for rehearsal at the Winningstad. The Brunish Theater, on the 4<sup>th</sup> floor, may be rented as an additional rehearsal space for an extra fee. Inquire with the Booking Department for availability.

## **Crews**

Minimum call for stage crew is one Portland's Department Head Stagehand, who must be present for all work on stage, including load-in, rehearsal, performance, and load-out. Stagehand break requirements include a 15-minute break in any call of 2.5 hours or more, and 1-hour meal break (unpaid) or ½-hour meal break (paid, meal provided) no later than five hours into a call. Please contact the Production Department for additional information. Additional Union Stage Labor available through IATSE Local 28, 503-295-2828 or coordinating through Production Department. These labor expenses can be passed through on final settlement.

## **Stage Accessibility**

The stage is wheelchair accessible from the auditorium side sections (1<sup>st</sup> Tier) and from the stage door (ramp). Dressing Rooms are one floor below the stage, and are wheelchair accessible using the stage door elevator (on the other side of the building from the stage) or the lobby elevator (by prior arrangement).

## **Policies**

**See Attachment M: Policies**

# Load-In Area

## Location

Street-level loading doors are located on the SW Park Avenue side of the building, between SW Madison and SW Main streets. Truck parking is curbside, parallel to the loading doors.

Parking/Load In arrangements must be requested no less than 2 weeks in advance through the Production Department.

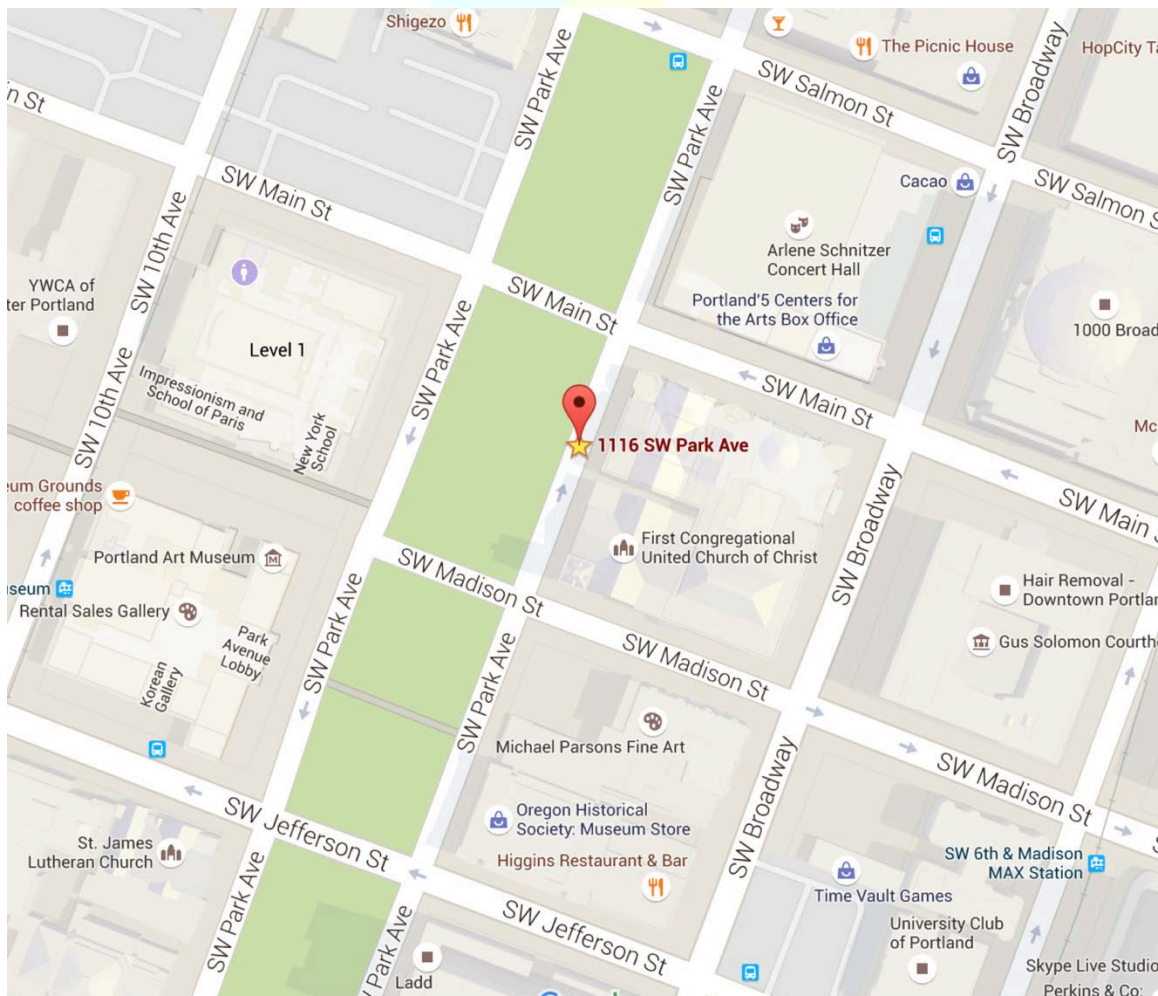
## Dimensions and Description

The loading doors are 7'- 6" (2.29m) wide and 7'- 9" (2.36m) tall. A freight elevator, approximately 8' (2.43m) wide, 8' (2.43m) tall and 20' (6.1m) deep, transports equipment and materials from street level to stage level, one floor below.

Approximately 50' (15m) push from truck to CS.

## Map

Click to view in browser.





# Carpentry

## Stage Dimensions

Proscenium	32' (9.75m) W x 18'- 4" (5.59m) H to border, 32'- 4" (9.86m) H to beams
Stage w/forestage	49'- 5" (15.06m) W x 25'- 7" (7.80m) D
Stage w/forestage extension	49'- 5" (15.06m) W x 33'- 7" (10.24m) D
Curtain line to forestage edge	1'- 8" (0.51m)
Curtain line to forestage extension	9'- 8" (2.95m)
Curtain line to back wall	23'- 11" (7.29m)
Wing space	4'- 5" (1.35m) SL/SR in standard configuration
Loft Beam height	32'- 4" (9.86m)
Forestage/pit elevator	32' (9.75m) W x 8' (2.44m) D Elevator is screw-drive, with controls on pendant stored in entry room SR (can be brought on stage)
Seating elevator	32' (9.75m) W x 32' (9.75m) D Elevator is screw-drive, with controls on pendant stored in entry room SR (can be brought on stage)
Seating tier height	1 <sup>st</sup> Tier= Stage level 2 <sup>nd</sup> Tier= 8' (2.44m) 3 <sup>rd</sup> Tier= 16' (4.88m)
Catwalk height:	Exterior catwalk floor 24' (7.32m) Interior catwalk floor 21'- 11" (6.68m)
Stage height, standard config.	32" (0.81m) above house floor

**See Attachment C, D & E for more information.**

## Stage Floor

Stage floor and forestage elevator floor are ¼" MDF over 2 layers of ¾" plywood, and painted black. Seating elevator floor is 1" plywood with an embossed surface. There is one trap in the seating elevator, one trap in the forestage elevator, and eight covered traps in the stage floor. Use of traps requires extra crew, time to access and may be at an additional cost. A cable trough runs near the SL and SR walls, and across the stage near the US wall.

Screws and nails are allowed in the stage floor. Any significant damage must be repaired after use.

## Seating

1 <sup>st</sup> Tier	198, 26 of which are wheelchair accessible
2 <sup>nd</sup> Tier	53
3 <sup>rd</sup> Tier	53
<b>Total Seating Capacity</b>	<b>304</b>
Pit Seats (by request)	26
<b>Total Using Pit Seats</b>	<b>330</b>

**Seating Chart: See Attachment H**

## House Draperies (Goods)

House Curtain		Red IFR velour (lined, no fullness) 1' - 8" (0.51m) from DS edge Traveler only, manual operation from SR
Masking draperies		All masking draperies are black IFR velour
Legs	8	22' (6.71m) H x 6' (1.83m) W
Borders	4	9' (2.74m) H x 40' (12.19m) W
	1	4' (1.22m) H x 40' (12.19m) W
Tab	6	22' (6.71m) H x 8' (2.44m) W (may be used as legs)
	2	17' (5.18m) H x 6' (1.83m) W (under-bridge masking)
Blackout panels	2	22 (6.71m) 'H x 22' (6.71m) W (no fullness)
Traveler panels	2	22' (6.71m) H x 22' (6.71m) W (50% fullness)
White Filled Scrim (Bounce)	1	22' (6.71m) H x 38' (11.58m) W

## Line Set Information

There is no fly loft or counterweight system in the Winningstad Theater. There are eight hemp line sets, seven of which are controlled from a mid-rail above SL, the eighth (#17) from SR, and seven motorized line sets, controlled from the SR mid rail by electric winches. There are an additional eight line sets, controlled by electric winches, over the forestage/seating areas.

**Line Set Schedule: See Attachment F**

**Working Height of Battens:** High trim for both winch and hemp line sets is approximately 31' (9.45m) with some slight variations due to termination. Low trim is approximately 42" (1.06m) for winch line sets, hemp sets can be lowered to the deck.

## Battens

Pipe length/type (stage)	39' $\frac{3}{4}$ " (11.91m) / 1 $\frac{1}{2}$ " ID sch40 steel pipe see Line Plot for house batten lengths
Lift lines per set (stage)	4 on the hemp sets, 6 on winch line sets

## Capacity

Hemp line set load limit	300 lbs
Winch line set load limit	800 lbs 1000 lbs for line sets 3 & 9 (1E and 2E)

## Gallery/Pin Rail

Fly floor locations	SR for electric winches; SL for hemp line sets
Fly floor height	18'- 11" (5.77m)
Fly floor overhang	3'- 10" (1.17m)
Portable pin rail	4' (1.22m) long, 6 pins, 3 high and 3 low.

## Support Areas

**Crossover:** Basement level (one floor below stage). An on-stage crossover is possible if the white filled scrim is not used.

**Access:** Stairwells to dressing rooms/crossover are accessed from USR and MSL, through doors on stage. Stage and stairwells can be accessed from the house on Tier 1, house left and right. Stairwells can also be accessed on Tiers 2 and 3. Dressing Rooms and Green Room are SR, one floor below stage level. Dressing rooms are wheelchair accessible using the stage door elevator (on the other side of the building from the stage) or the lobby elevator (by prior arrangement). An additional room offstage right, at stage level, may be used as a dressing room (no facilities).

**Trap Room:** Dimensions= 32' (9.75m) W x 11' (3.35m) D x 11' (3.35m) H (low clearance at 10' (3.05m), is directly below the stage, and is available for trap access and for storage. The trap room is accessed from SL or SR through a short hallway, so larger or longer items may not fit into the room except from above.

**Shop Area:** There is no shop available in the Winningstad. There is a small shop in the basement of the Antoinette Hatfield Hall which can be used for minor repairs.

**Storage:** Limited storage is available in a room offstage left, at stage level. Additional storage may be arranged with the Production Department.

## Notes:

Wing space in the Winningstad is extremely limited.

Reconfiguration of seating and stage areas is possible by arrangement with the Production Department.

# Lighting

## **Power**

**Company Switch:** 120/208V; 3-phase, 400A with dial-down to 160A, cam connectors with reversed ground and neutral. Located in entry room SR, with pass through to stage above door.  
[Additional cost]

## **Dimmers**

ETC Sensor Dimmers, CEM+. Dimmer per circuit 222 @ 2.4 kW, 9 @ 6.0 kW, 2 @ 2-circuit relays

## **Lighting Console**

ETC Ion 1500 with 2x20 fader wing, 1536 channels, iRFR available. Located in enclosed control booth at rear of house, 1<sup>st</sup> Tier. May be moved into house for tech.

## **Console Locations**

Enclosed control booth at rear of house, 1<sup>st</sup> Tier, with sliding window. Console may be moved into house for programming.

## **Houselights**

Houselights are controlled from booth, via the lighting console or offstage right entry room.

## **Circuits**

231 circuits throughout theater, 222 @ 20A, 9 @ 50A. Over stage circuits are on drop boxes, all other circuits are fixed receptacles.

## **Circuit Chart**

**See Attachment I**

## **DMX Locations**

One 4-port gateway and five 1-port gateways are available for DMX distribution throughout the room. Two "D Split" (1-IN/3-OUT) DMX Splitters available.

## **Front of House Positions**

Catwalk above seating elevator, with hanging positions on all sides. Additional hanging positions above 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Tiers on three sides of house.

## **House Plot**

**See Attachment L**

## Equipment Inventory

Instruments	10	ETC 10°	Source 4 575W
	33	ETC 19°	Source 4 575W
	40	ETC 26°	Source 4 575W
	36	ETC 36°	Source 4 575W
	10	ETC 50°	Source 4 575W
	36	ETC PAR	Source 4 575W (standard lens kit)
	16	Elation	Arena PAR Zoom
	16	Altman	SpectraCyc 100 RGBA
Follow Spots	2	Source Four LED Lustr 2 with 19° ED lens, yoke and iris [Additional cost]	
Hardware	8	floor bases	
	8	50# boom bases (booms typically cabled from above) With various lengths of boom pipe	
	21	side-arms	
	4	irises	
	8	top hats	
	4	half-hats	
	12	S4 PAR barn doors	
	16	Arena PAR barn doors	
	36	donuts	
	30	A-sized template holders	
	11	B-sized template holders	
Extra Cable (12/3, GSP)	2	100'	
	10	50'	
	30	25'	
	4	20'	
	18	15'	
	15	10'	
	25	5'	
	16	2-3'	
	9	2-fers	
DMX Cable	Various lengths available		

## Film, Video, and Projection Equipment

There is no film, video, or projection equipment available in the Winningstad. A projector shelf (18" W x 20" D, 70 lbs capacity) is available which can be positioned above the 1<sup>st</sup> Tier, in front of the control booth.

### Projection distances

Control booth to proscenium: 43'- 8" (13.31m)

1<sup>st</sup> Tier shelf to proscenium: 38'- 8" (11.79m)

## **Haze, Fog, Atmospherics**

Atmospherics are permitted for use in the Winningstad. Please advise Production during advance and the Dept. Head Stagehand in the Winningstad prior to utilizing in physical space.

## **Notes**

Clip lights, tech table lights and music stand lights available.

If altered, lighting must be restored to House Plot unless otherwise arranged.

No shore power available.

30' Genie brand MEWP available- See "Props" Section

1- 12' A-frame ladder

1- 6' A-frame ladder

1- 4' A-frame ladder



# Sound

## Power

**Company Switch:** 120/208V; 3-phase, 400A with dial-down to 160A, cam connectors with reversed ground and neutral. Located in entry room SR, with pass-through to stage above door. [Additional cost]

**House Audio Power:** Sound Power receptacles available in the control booth and DSL/DSR which run through a dedicated transformer for isolation.

## Wiring

XLR, Speakon, and CAT6 connections available throughout the room, which terminate at patch bays in the control booth.

**See Attachment K: Sound Panel Locations**

## Console Locations

Enclosed control booth at rear of house, 1<sup>st</sup> Tier, with sliding window. Console may be moved into house (requires seat kills), but requires prior arrangement.

## Hearing Assist System

ListenTech FM Listening Assist System. Headsets available at Coat Check room in Main Lobby.

## Monitor/Paging System

Stage monitors in control booth, entry room, and dressing rooms. Paging mic in control booth sends to Dressing Room and Entry Room (SR) monitors.

## Production Communications

ClearCom base station, used in single-channel mode except at tech table. 7 belt packs, 7 single-muff headsets

## Equipment Inventory

### Sound Console

Allen & Heath GLD 112

Inputs	48	configurable
Outputs	30	configurable
I/O locations	4x4	rear of surface
	24x12	at patch panel in booth
	16x8	stage box (portable)
	8x4	racked in booth, can be moved to stage
Onboard DSP		

<b>Portable Speakers</b>	4	EAW JFX 260I house speakers
	4	EAW JF 60 monitors
	4	QSC K10.2 powered monitors
	4	Ramsa A200s
	4	JBL Cabaret wedge monitors
	1	PRX 718S – XLF sub (in catwalk)
<b>Microphones</b>	5	Shure SM58
	2	Shure SM57
	1	Shure Beta52A
	5	Shure SM81
	2	Shure ULXD Wireless w/Beta58 HH or lav/ear piece
	6	AKG D321
	2	Rode S1
	1	Shure MX412 lectern mic
	3	Crown PCC 160 floor mics
<b>Mic Stands</b>	4	AT 853r hanging choir mics
	8	Straight
	5	Straight (short)
	13	Boom arms
<b>Playback</b>		Native .wav & .flac playback in console
		QLab system, with up to 48 channels via Dante
<b>Amplifiers</b>	3	Crown XTi 4002 (stereo)
	4	Crown XTi 2002 (stereo)
<b>Extra Cable</b>	8	50' XLR
	6	25' XLR
	12	10' XLR
	3	50' NL4
	4	25' NL4
	2	6' NL4
	3	¼" Instrument cables
	8	10' TRS
<b>Snakes</b>	1	6', 8-ch TRS to XLRM
	1	6', 8-ch TRS
	2	25', 4-ch XLR
	1	50', 4-ch XLR
<b>DIs</b>	2	Whirlwind IMP2
	2	Whirlwind ISO2 (2-channel)
<b>Adapters</b>		Limited XLR, TRS and RCA adapters available



# Props

## **Orchestra Pit**

32' (9.75) W x 8' (2.43) D elevator, adjustable to stage, seating, or orchestra pit levels, or anywhere in between. Pit wall sections will be put in place when elevator is positioned below seating level.

## **Music**

**Chairs:** 77 padded Wenger orchestra chairs available by prior arrangement

**Stands:** 8 Manhasset music stands, additional by prior arrangement

**Stand Lights:** 8 stand lights, additional by prior arrangement

**Conductor Podium:** None

**Pianos:** Steinway K52 Upright and 7' Steinway Grand available by reservation. Tunings can be arranged through the Production Department upon request [Additional cost].

## **Orchestra Shell**

Eight panels of Wenger Legacy Basic Acoustical Shell available by prior arrangement. Five panels in recommended set-up (Additional cost)

## **Platforms**

Platforms not used in the standard seating configuration are stored below the booth, and extra stage labor may be required to access them.

<b>Decks</b>	32	8' x 32" x 4"
	8	4' x 32" x 4"
	12	4' x 8' x 4"
	4	4' x 4' x 4"
	4	right triangle with 4' legs (sides)
	4	right triangle with 32" legs (sides)
<b>Legs</b>	16	6"
	40	8" – 12" adjustable
	40	12" – 16" adjustable
	32	16" – 24" adjustable
	40	20" – 28" adjustable
	16	24" – 36" adjustable
	4	bridge frames, 32" – 42" adjustable

## **Stairs**

Two stair units, with railings, are available for use from stage or forestage edge to -32" house floor seating level.

**Dance Floor**

Black marley available, must be reserved in advance with the Production Department. Tape included. [Additional cost]

**Lecterns**

Two available by prior arrangement [Additional cost]

**Lift and Ladders**

30' (9.14m) Genie Lift MEWP

12' (3.66m), 6' (1.83m), and 4' (1.22m) ladders

**Other Equipment**

6' and 8' folding tables, clip lights, and some duvetyn available.



# Wardrobe

## Dressing Rooms

Dressing rooms located on lower level (one floor below stage) accessible from SL or SR stairways. All dressing rooms have mirrors, counters, makeup lights and chairs.

Rm	Persons	Sink	Toilet	Shower
B1	2	1	1	1
B2	2	1	1	1
B3	6	2	1	2
B4	8	2	1	2

## Wardrobe Area

No dedicated wardrobe area is available. A dressing room may be used as a wardrobe room.

**Irons:** 1

**Ironing Boards:** 1

**Steamers:** 1

**Washers/Dryers:** 2 washers & 2 dryers, Rm B47, basement level [Additional cost]. Please note these washers and dryers are for all three theaters in the building and use must be coordinated through a Production Supervisor.

**Racks and Hangers:** 3 rolling garment racks (Z-racks) available.

## Quick Change Booths

None. Pipe and drape may be available by prior arrangement with Production Department. Two hanging mirrors available.

## Laundry

**Washers/Dryers:** 2 washers & 2 dryers, Rm B47, basement level [Additional cost]. Please note these washers and dryers are for all three theaters in the building and use must be coordinated through a Production Supervisor.

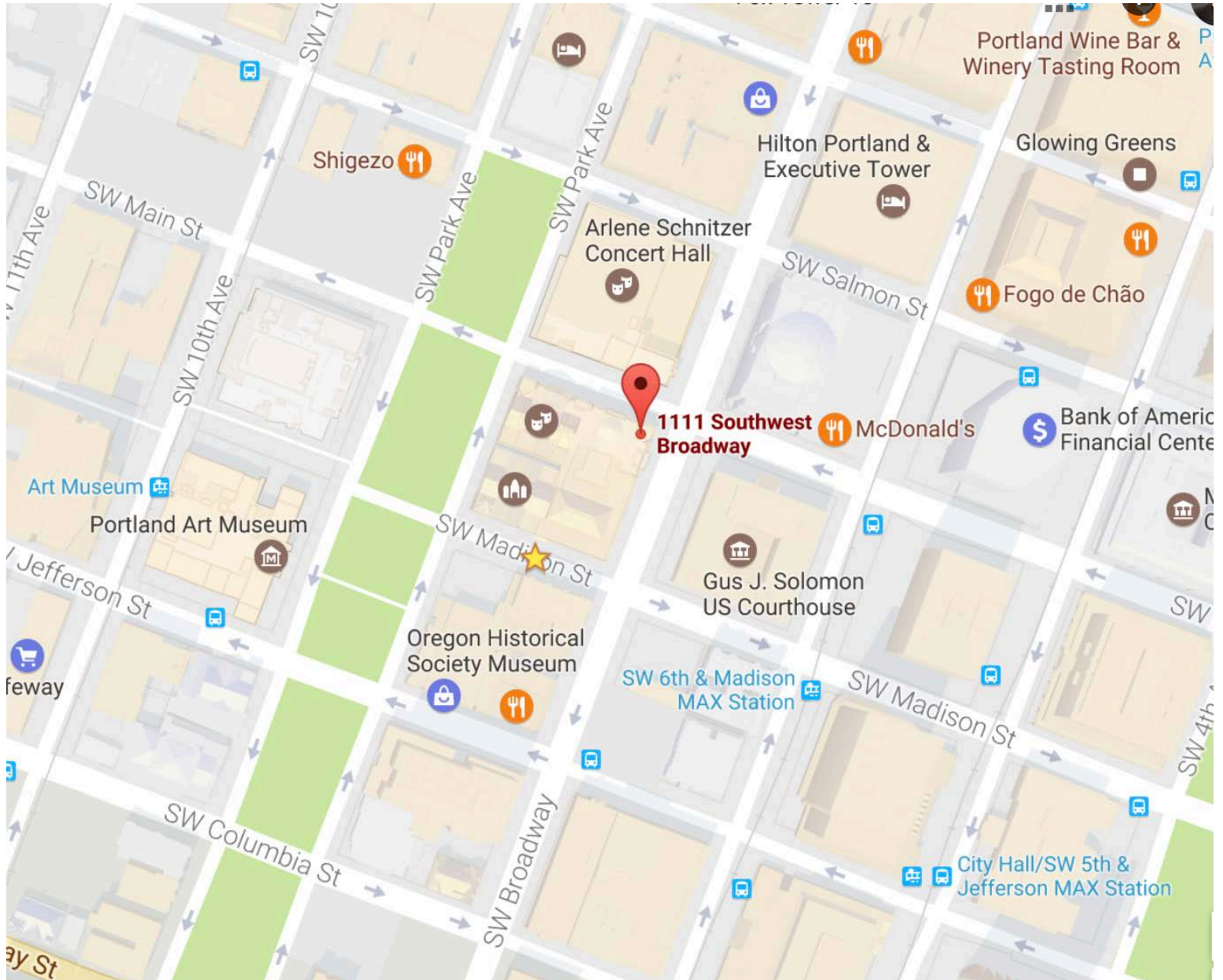
### Dry Cleaning

Bee Cleaners  
1026 SW Salmon St.  
Portland, OR 97205  
503-227-1144

Downtown Cleaners  
609 SW 3rd Ave  
Portland, OR 97204  
503-227-7881

# Attachment A: Map of Theater Location

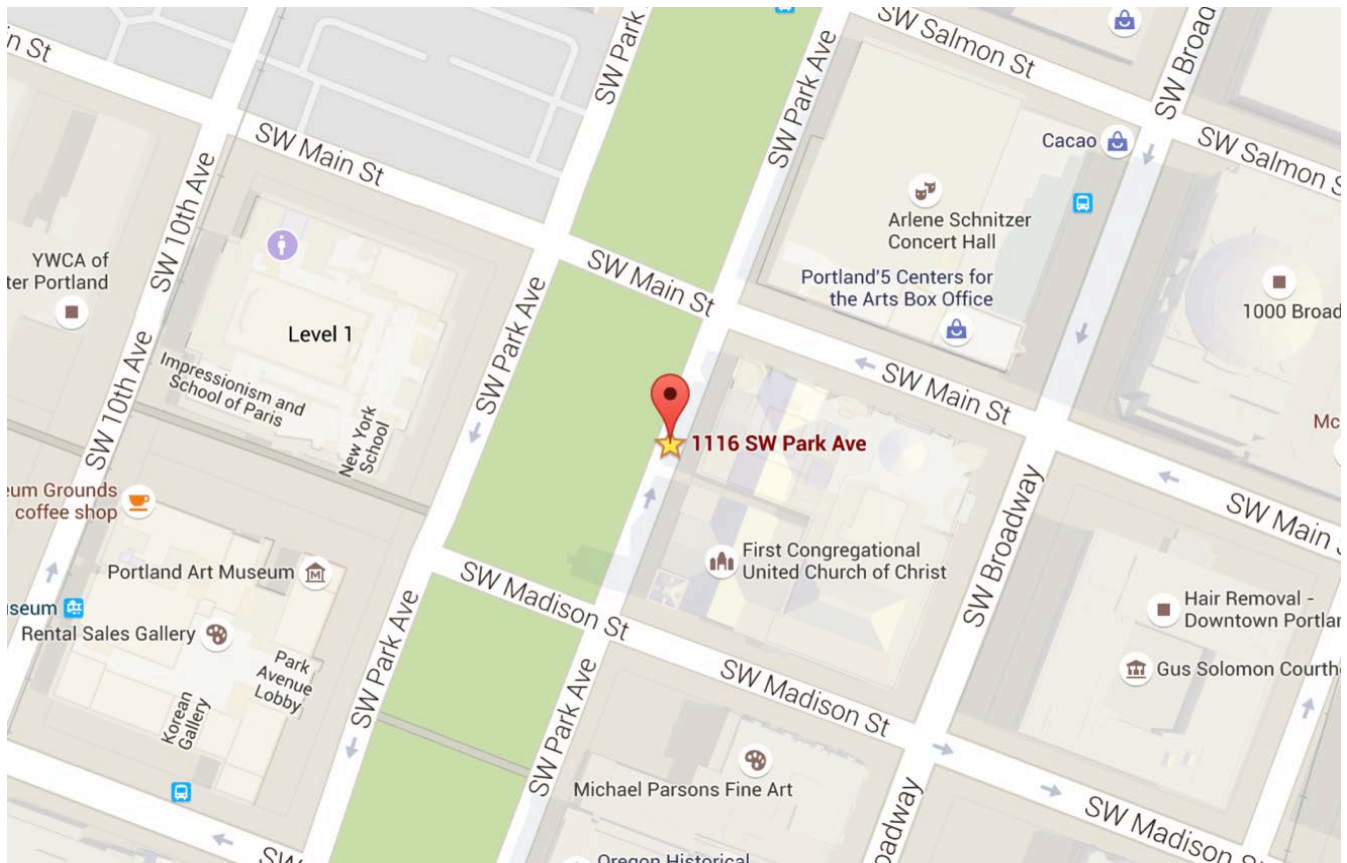
Click to view in browser.





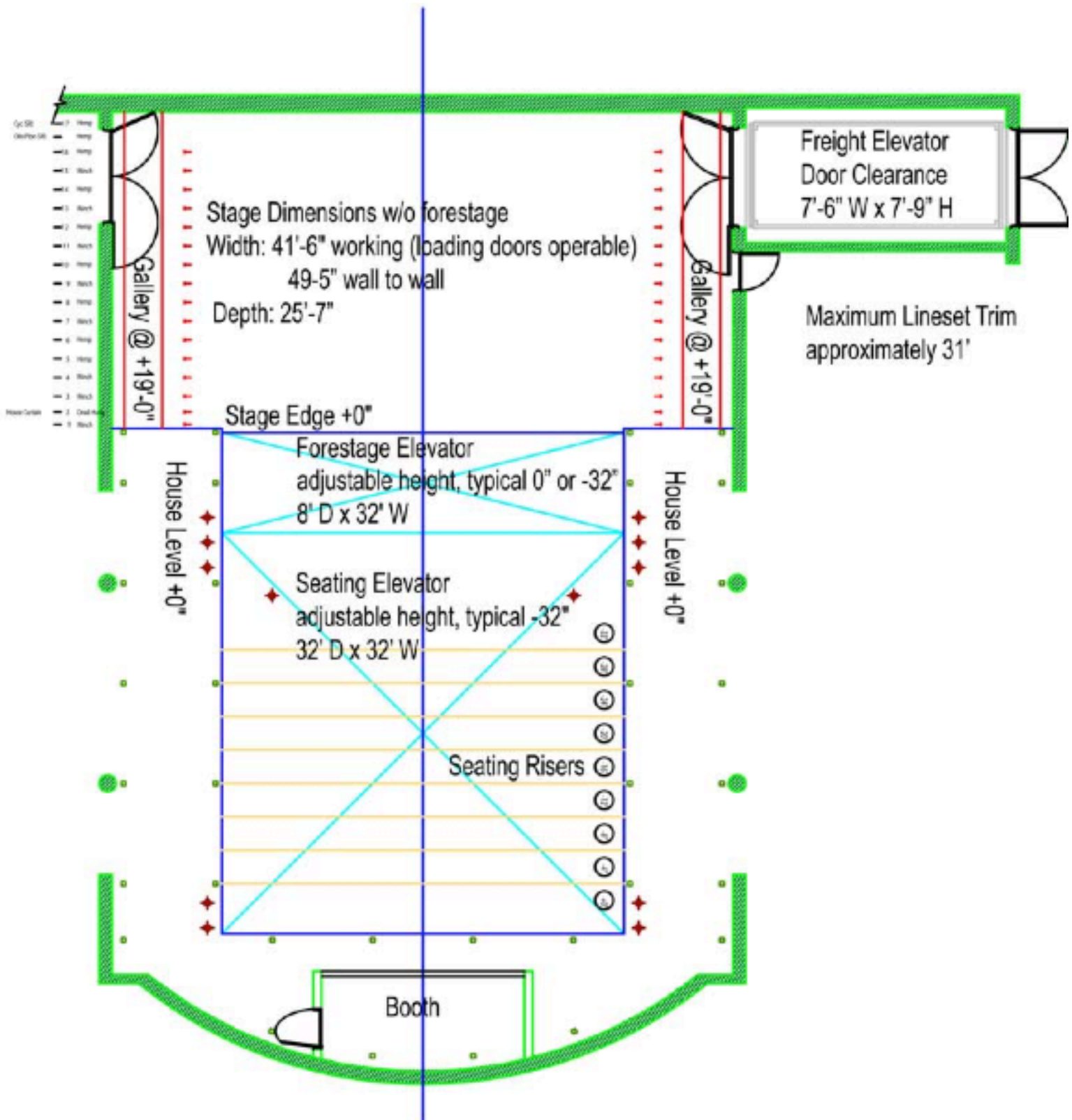
## Attachment B: Loading Dock Map and Photo

[Click to view in browser.](#)



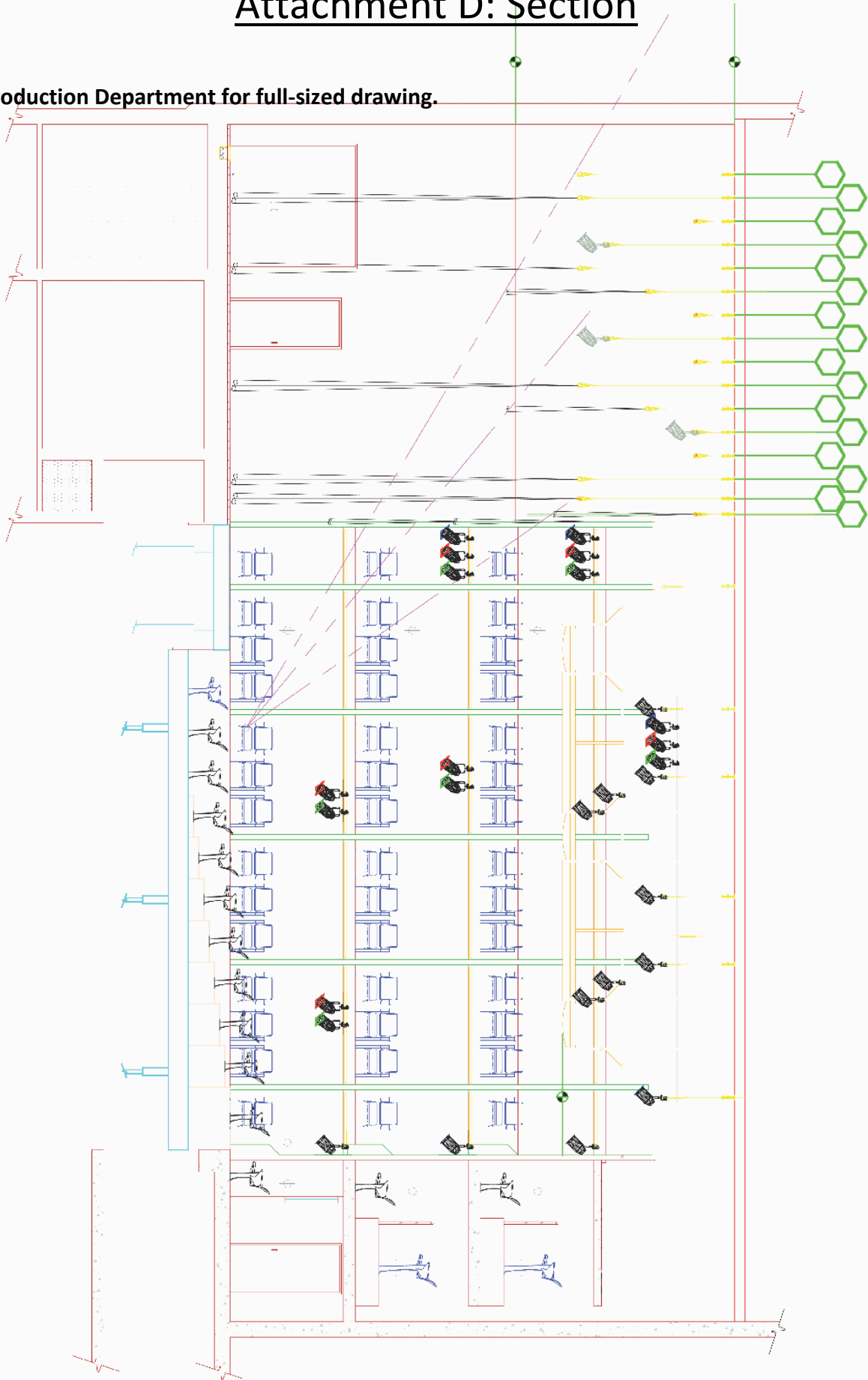
# Attachment C: Ground Plan

Contact Production Department for full-sized drawing.



## Attachment D: Section

Contact Production Department for full-sized drawing.

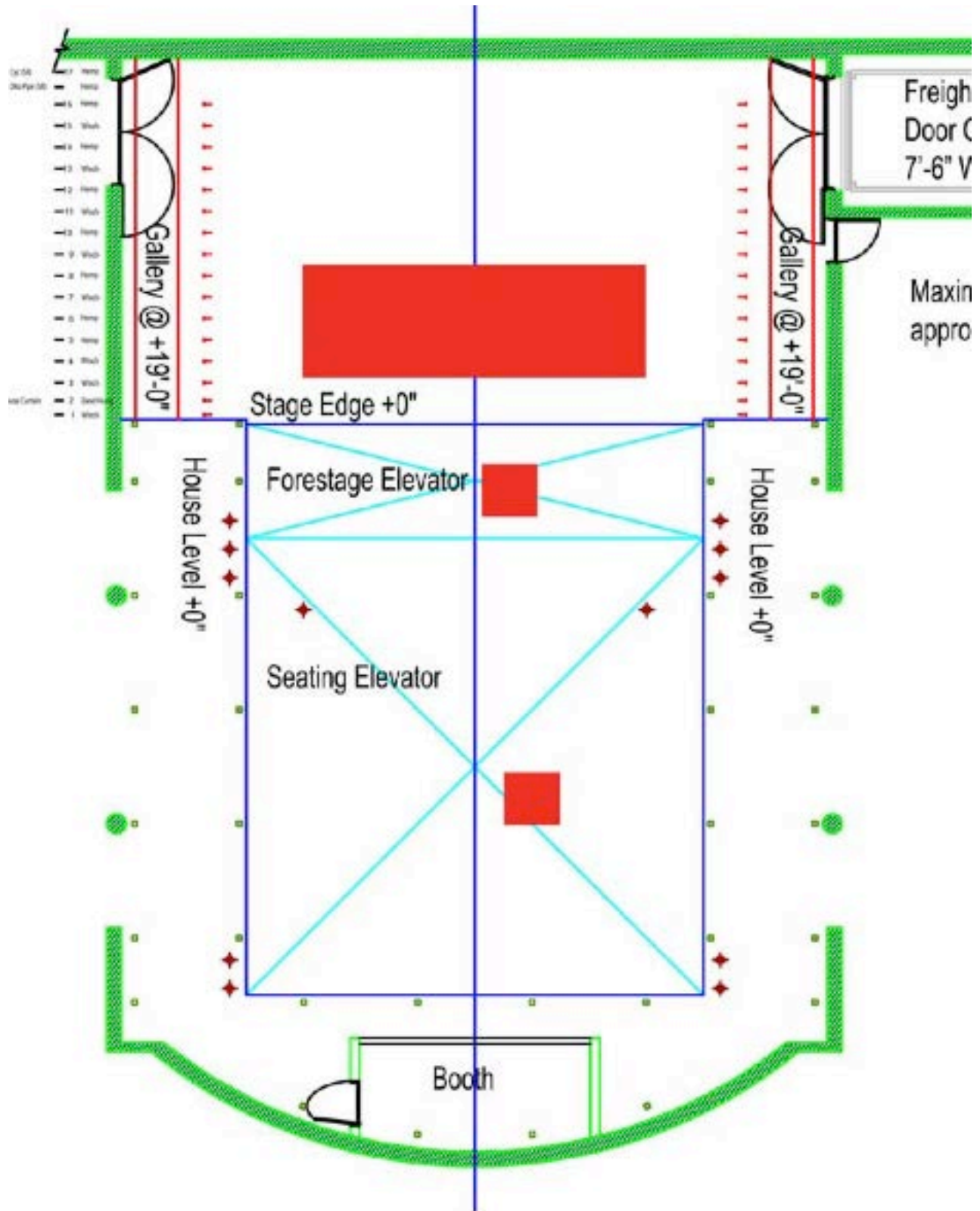




# Attachment E: Trap Locations

Locations are approximate.

Contact Production Department for full-sized drawing.





# Attachment F: Line Set Schedule

## Stage

Line set	Distance	House Hang	Typical Trim	Type	Notes
1	0' 6" (0.15m)	#1 Border	18' 4" (5.59m)	winch	
2	1' 6" (0.46m)	Main Curtain		dead hung	Traveler operates SR; curtain can be stored on catwalk
3	2' 10" (0.86m)	#1 Electric	22' (6.71m)	winch	
4	4' 10" (1.47m)	#1 Legs		hemp	29' (8.84m) opening
5	6' 0" (1.83m)			hemp	
6	7' 2" (2.18m)			hemp	
7	8' 10" (2.69m)	#2 Border	18' (5.49m)	winch	
8	10' 5" (3.18m)	#2 Legs & work lights		hemp	29' (8.84m) opening
9	12' 0" (3.66m)	#2 Electric	22' (6.71m)	winch	
10	13' 3" (4.04m)			hemp	
11	14' 10" (4.52m)	#3 Border	16' (4.88m)	winch	
12	16' 6" (5.03m)	#3 Legs	22' (6.71m)	hemp	29' (8.84m) opening
13	17' 11" (5.46m)			winch	
14	19' 5" (5.92m)	Cyc electric		hemp	
15	20' 11" (6.38m)	Traveler	22' (6.71m)	winch	Traveler operates SR
16	22' 3" (6.78m)			hemp	
	23' 2" (7.06m)	Olio pipe (scrim)		olio	operates SR
17	24' 4" (7.42m)	White filled scrim	22'	hemp	operates SR
	<b>25' 7" (7.80m)</b>	<b>Back Wall</b>			

## House

Line set	Pipe Length	Type	Notes
A	10' 0" (3.05m)	winch	inside catwalk
B	10' 0" (3.05m)	winch	inside catwalk
C	10' 0" (3.05m)	winch	inside catwalk
D	10' 0" (3.05m)	winch	inside catwalk
E	28' 0" (8.53m)	winch	above forestage
F	28' 0" (8.53m)	winch	rear of house
G	28' 0" (8.53m)	winch	perpendicular, HR
H	28' 0" (8.53m)	winch	perpendicular, HL

## Attachment G: Photos of Stage and House

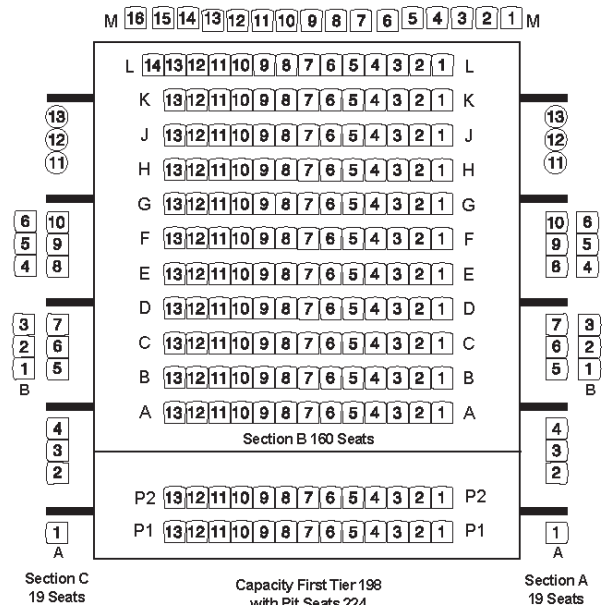
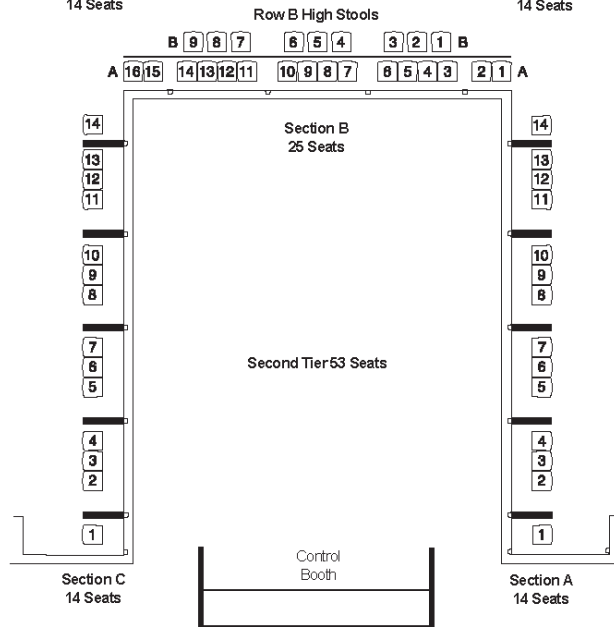
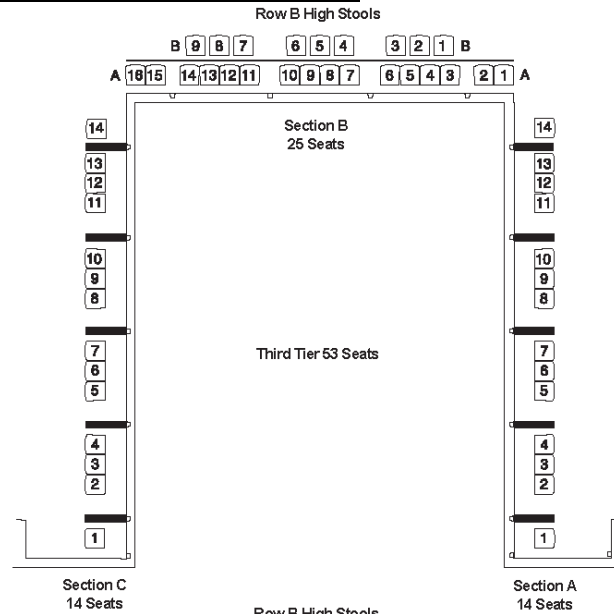


# Attachment H: Seating Chart



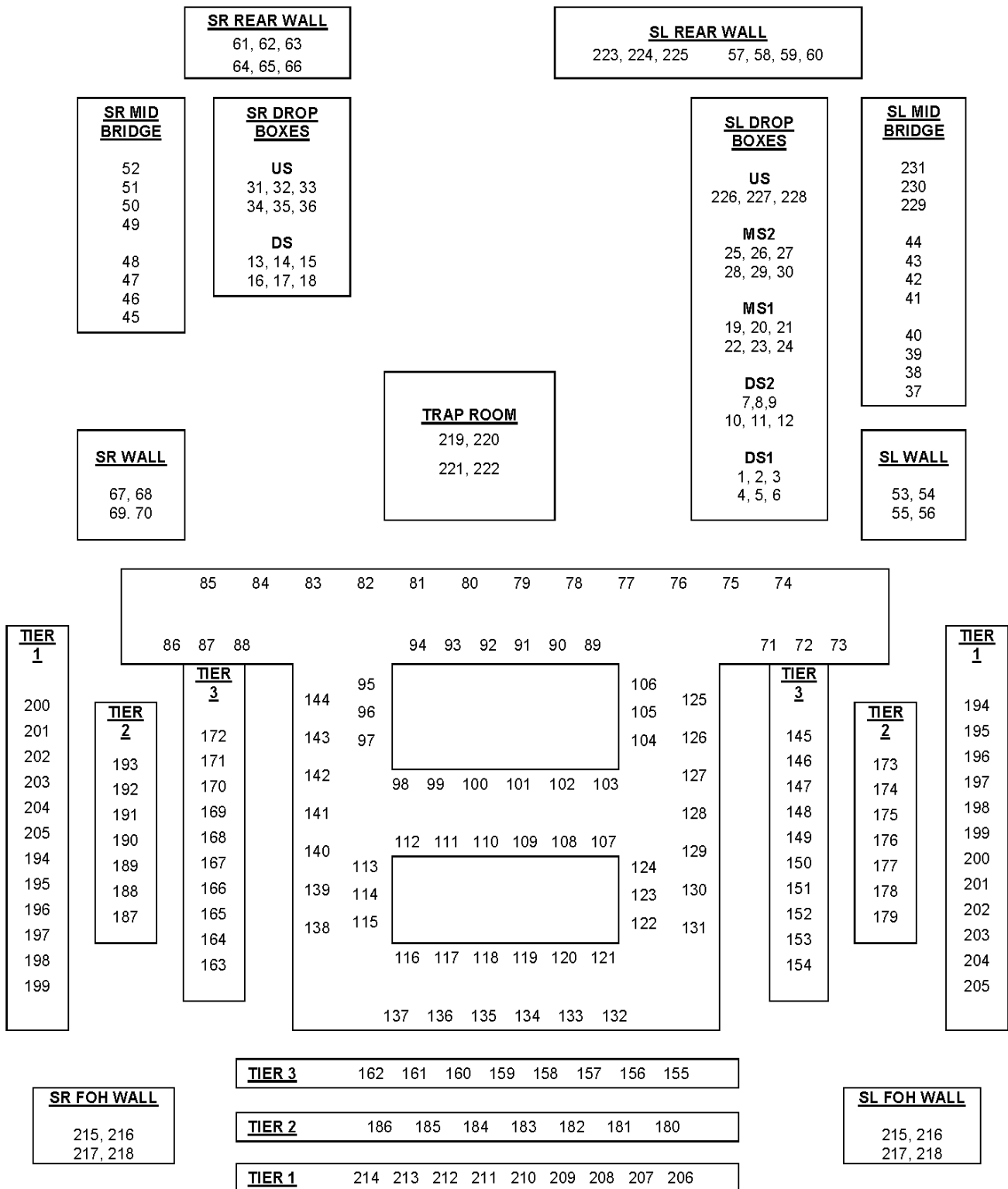
PORTLAND'S  
**WINNINGSTAD**  
THEATRE

Capacity 304  
with Pit Seats 330



# Attachment I: Circuit Chart

## WINNINGSTAD CIRCUIT LOCATIONS [NOT TO SCALE]



# Attachment J: Lighting Magic Sheet

Warm Front

11	12	13	14	15
6	7	8	9	10
1	2	3	4	5

Cool Front

31	32	33	34	35
26	27	28	29	30
21	22	23	24	25

Specials

97	98	99
94	95	96
91	92	93

Warm Tips

47	49
44	46
41	43

Cool Tips

57	59
54	56
51	53

Down/Bax

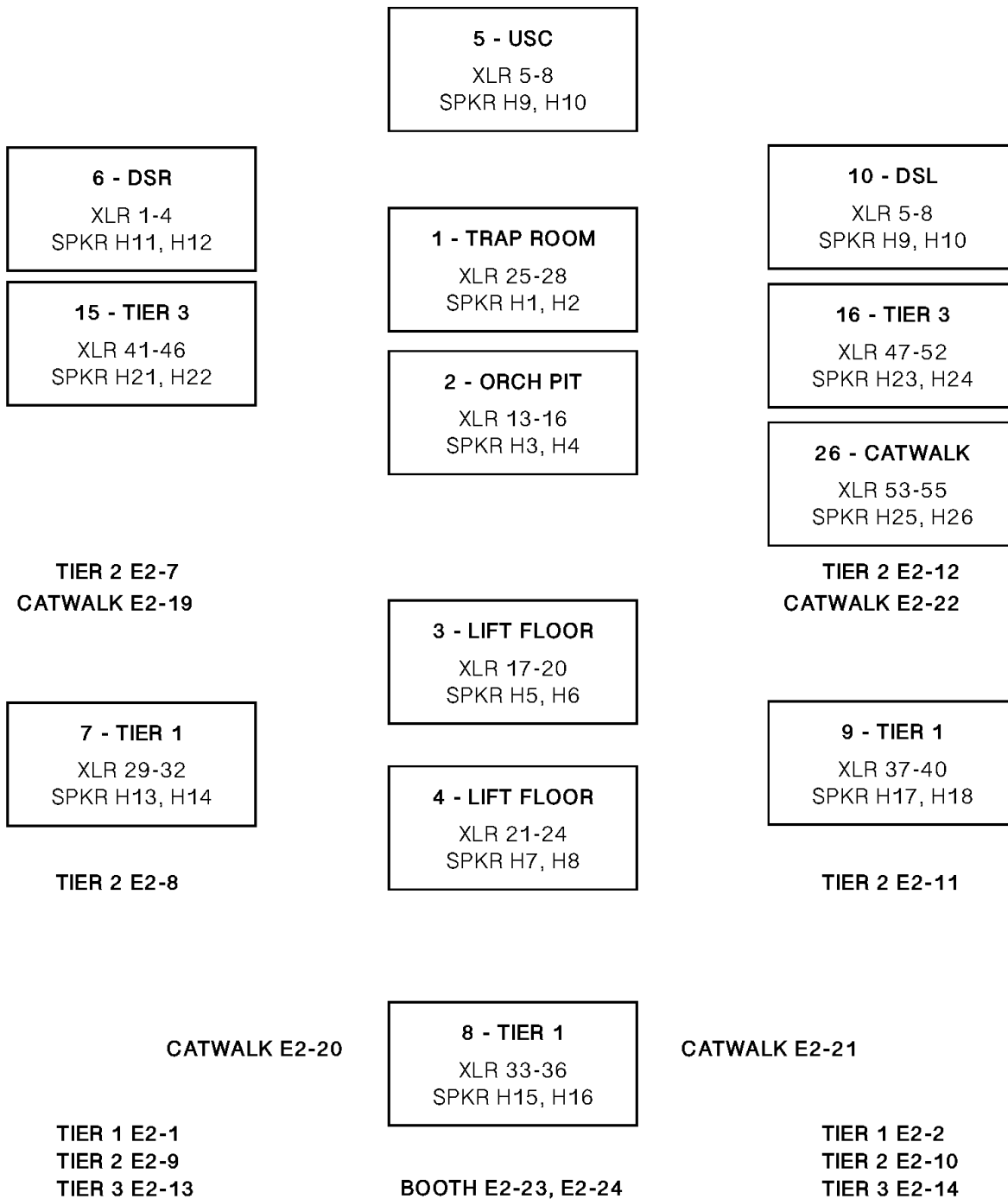
81	82	83	84
71	72	73	74
61	62	63	64

Cyc

201	202	203	204	205	206
207	208	209	210	211	212

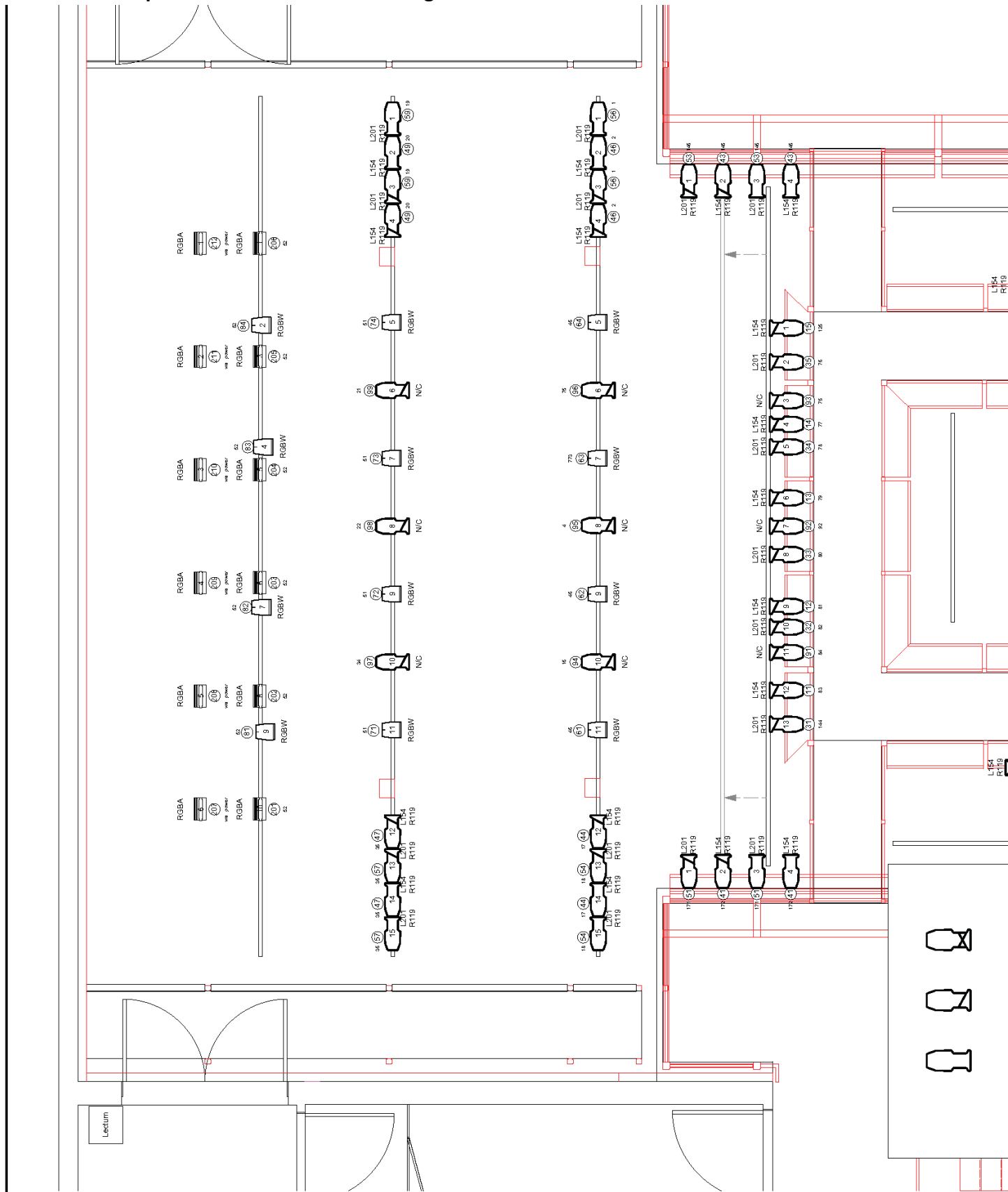
# Attachment K: Sound Panel Locations

## WINNINGSTAD TFP LOCATIONS



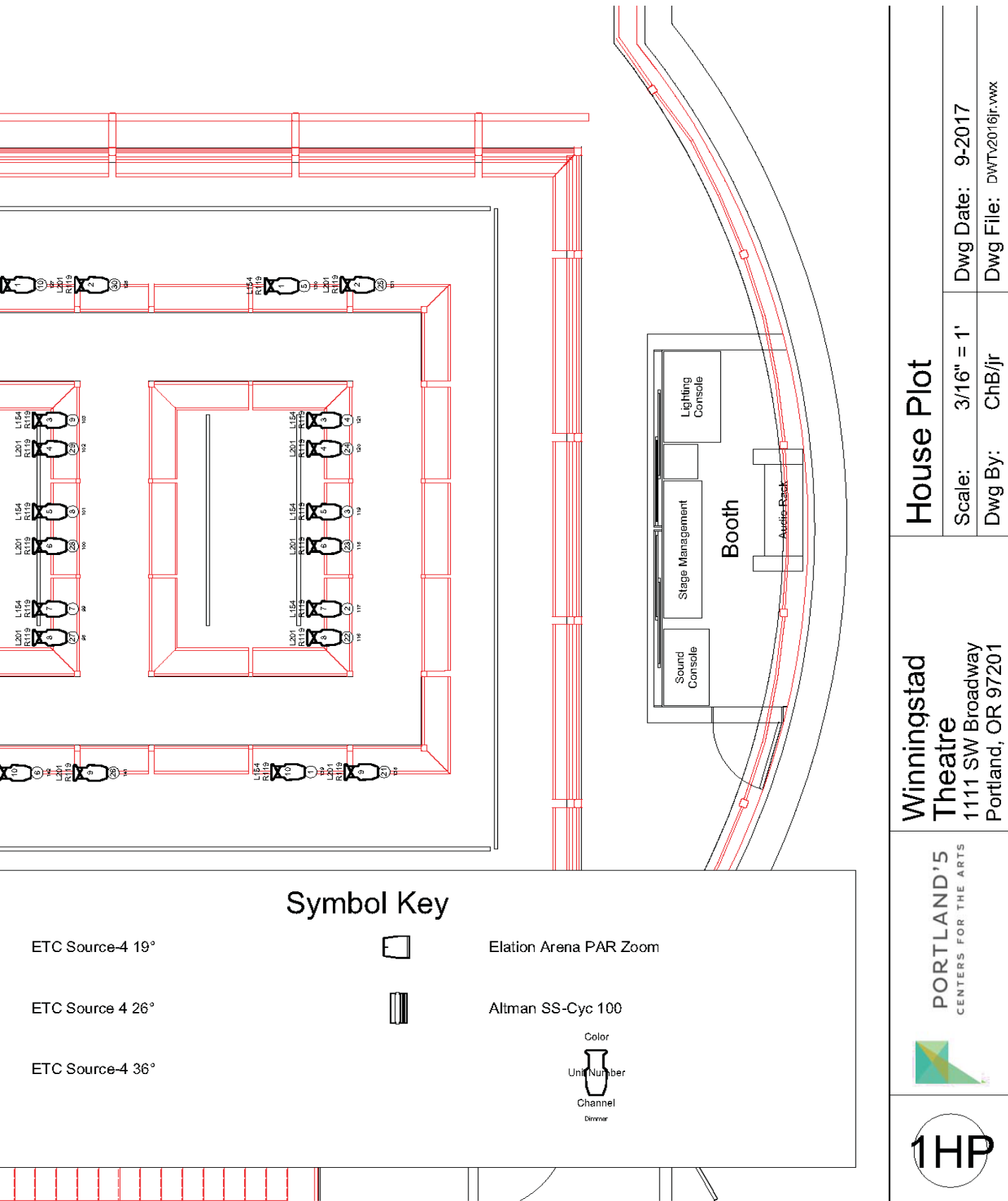
# Attachment L: House Hang Lighting Plot, Page 1 of 2

Contact Production Department for full-sized drawing.



# Attachment L: House Hang Lighting Plot, Page 2 of 2

Contact Production Department for full-sized drawing.





# Attachment M: Policies

## **Policies - General**

**House Opening:** The house opens no less than thirty (30) minutes prior to scheduled show time. All set-up and sound checks must be completed by this time. House Manager Approval must be obtained before starting or resuming a performance.

Typical curtain times in Portland are between 7pm – 8pm for evening shows, and 2pm for matinees.

**Personnel Access:** The visiting company will provide identification and/or complete lists of all persons to be allowed in the backstage area. This list must be provided a minimum of 48 hours prior to the beginning of the load-in and is subject to approval by the Production Department. Portland's reserves the right to restrict backstage access. All persons must sign in or show identification at the stage door.

**Fire Exits:** The visiting company will not obstruct any portion of the entries, hallways, elevators, stairs, or other egress, including access to all building utilities.

**Signs and Decorations:** Signs or decorations will not be placed in any rooms, hallways, lobbies or theaters in the Portland's buildings without the permission of management. Damage may result in additional charges.

No sign or decoration is allowed on the building exterior or sidewalk, unless approved in advance by the Event and Production Services Department.

**Smoking:** Per Oregon State law and Metro policy, smoking and vaping are not permitted inside any Portland's venue, or within 25 feet of any exterior doorway or air intake. Theatrical use guidelines are listed in the **Smoking on Stage** section below.

**Alcohol:** All alcohol backstage must be provided and served by an OLCC licensed and permitted entity, approved and coordinated in advance with Production Department. Alcohol brought into the building by individual performers, cast or crew is prohibited.

**Catering:** Back of House- Clients may bring any caterer of their choosing in for backstage catering. All catering details to be advanced through the Production Department. A facility maintenance fee applies per event for this service.

Front of House- PacificWild is the exclusive Front of House caterer and concessionaire in all Portland's Venues.

**Animals:** Only service animals are allowed in Portland's buildings. Use of animals in a production or related promotional event requires approval by the Production Department prior to load-in.

**Security:** Portland's reserves the right to determine the need for and engage uniformed (MERC) or non-uniformed (PEER) security personnel for each event, including FOH, exterior, onstage and backstage areas.

**Firearms:** Firearms are not permitted in public buildings except under limited circumstances including possession of a concealed weapons permit. While Portland's cannot ban those with concealed weapons permits from carrying firearms into a public building, the event Licensee, as a private entity, may choose to ban any weapons from the premises.

## Policies - Production

**Pre-Production Coordination:** All advance work between the visiting company and Portland's Stagehand Department Heads will be done through the Production Supervisors.

**Stage Labor:** The Portland's Production Department reserves the right to determine the number and type of stage labor required for the event. All stage labor personnel are subject to the approval of the Production Department.

**Seat Kills:** Seat kills for production control equipment must be approved in advance by both the Production and Ticket Services Departments. The use and ticketing of pit seats must be approved in advance by the Production and Ticket Services Departments.

**Rigging Changes and Flying Effects:** Any changes to house rigging or equipment, including flying effects, must be approved in advance by the Production Department.

**Sound Level Limitations:** Portland's Event and Production Services Department reserves the right to determine the maximum sound level for any event. Maximum dB level before incurring premium rates for stagehand labor is 112dB.

**Holes and Attachments:** The visiting company will not use any tape, or make holes, drive nails, tacks, stage screws or similar articles in any part of the premises without approval by the Production Department.

**Valuables:** Locking drawers are available in each dressing room. Dept. Head Stagehands can assist with key access. Keys may be signed out by the Stage Manager or other representative. No additional locks will be permitted on any door of the premises. It is recommended that valuables be collected by the visiting company's Stage Manager prior to the performance and kept until the performance is completed. Portland's assumes no responsibility for valuables or personal property left in dressing rooms.

**Fire/Flame Special Effects:** All use of fire, flame, lasers, and pyrotechnics must be approved in advance by the Production Department, the City of Portland Fire Marshal, and when appropriate, the State of Oregon Fire Marshal. This includes the use of candles, incense, lighters, torches of any kind, flash paper, etc. Visiting companies must be prepared to demonstrate effects to the Fire Marshal prior to approval. A Conditional Use Permit, which takes a minimum of three weeks to process, is required. All permit fees will be charged at the applicable rates.

**Smoking on Stage:** The State of Oregon prohibits the smoking of all tobacco products on stage. This ban includes vaping. Performers are allowed to smoke or carry a lighted smoking instrument that does not contain tobacco in scripted stage, motion picture, or television productions if smoking is an integral part of the production. A Conditional Use Permit, which can be coordinated through the Production Department, is required.

**Atmospherics, Strobes, and Sound Effects:** The use of any special effects which may affect audience comfort or safety such as the use of lasers, strobe lights, haze, smoke effects, or gunshot sounds must be approved in advance by the Event and Production Services Departments. Portland's reserves the right to limit or prohibit the use of effects which may constitute a hazard to patrons, employees or the facility.

**Weapons:** Stage-use weapons with appropriate safety features may be permitted, only with prior approval by the Event and Production Services Department. A Conditional Use Permit may be required.



**\*All OSHA Regulations, Manufacturer's Specifications, and Theatrical Safety Best Practices must be followed in all of the Portland's Venues.**