

# Watts Theatre

## Technical Rider

---



### Watts Theatre Technical Offices:

2350 North Racine Avenue  
Chicago, IL 60657-1253

Jen Leahy, Technical Director (773) 325-7976  
Jim Keith, Assistant Technical Director (773) 325-7972

Some information in this document is updated frequently and all equipment availability is subject to change. Please contact the technical staff with any questions.

*Updated 2.27.2025*

# Watts Theatre

## Technical Rider

---

### Contents

Location.....	3
Contact Information.....	4
Security and Building Access.....	5
Regulations & Information.....	6
Theater Information.....	7
Backstage Information.....	9
Front of House Information.....	12
Lighting Information.....	13
Sound Information.....	15
Additional Equipment.....	16
Appendix A: Sound Inventory.....	17
Appendix B: Arbor Capacities and Standard Lineset Schedule.....	18
Appendix C: Basic Ground Plan.....	19
Appendix D: Seating Chart.....	20

# Watts Theatre

## Location

**Address:** 2350 North Racine Avenue, Chicago IL, 60614

**Cross-streets:** On the West side of North Racine Ave. between Fullerton Ave. and Belden Street.

**Main Entrance:** 2350 North Racine Avenue

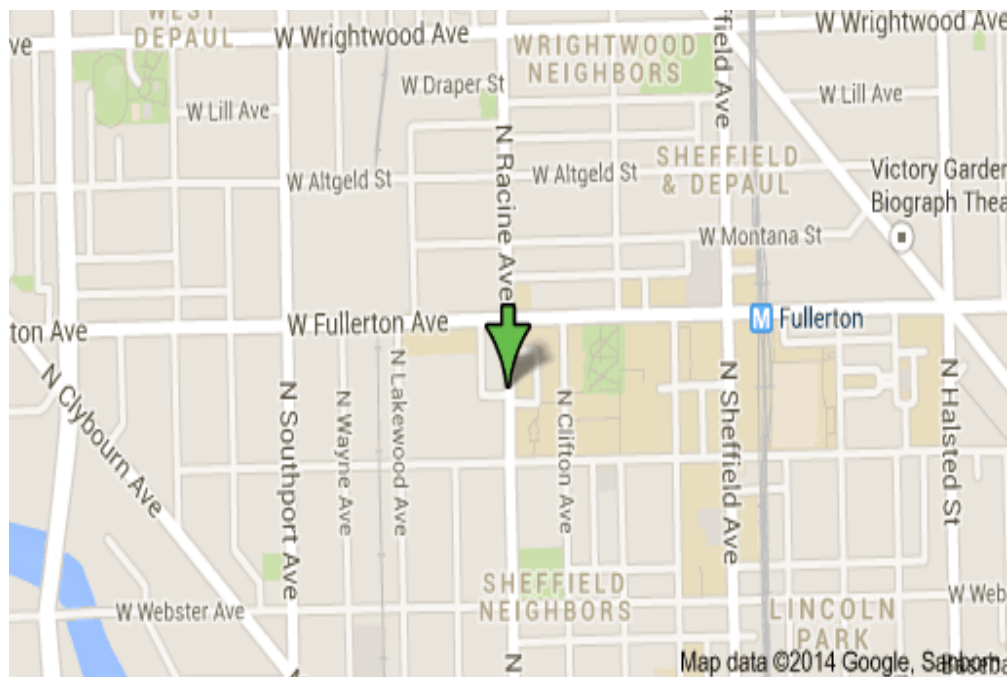
**Stage Door:** Enter from Racine Avenue, just inside double doors across from the yellow staircase.

**Loading Door:** Roll-up Door accessed from the alley to the South of the building. The alley is accessed by Racine Avenue.

**Parking:** Please consult Front of House staff for discounted/cheaper parking options in the area.

**CTA:** Fullerton – Red Line, Brown Line and Purple Line  
Walk West down Fullerton Avenue to North Racine Avenue.  
Walk half a block south on North Racine to main entrance.

**CTA Buses:** CTA Bus Route 74. Get on Westbound at CTA train station at Fullerton.  
Take to North Racine Avenue.



# Watts Theatre

## Contact Information

### Programming and Box Office:

Devin Pittman, *Part-time Events Coordinator*  
(773) 325-5047  
[dpittma3@depaul.edu](mailto:dpittma3@depaul.edu)

Liam Reed, *Manager of Audience Services*  
(773) 325-7971  
[LREED28@depaul.edu](mailto:LREED28@depaul.edu)

### Technical Services:

Jen Leahy, *Technical Director*  
(773) 325-7976  
[jleahy4@depaul.edu](mailto:jleahy4@depaul.edu)

Jim Keith, *Assistant Technical Director*  
(773) 325-7972  
[jkeith4@depaul.edu](mailto:jkeith4@depaul.edu)

### Emergency Information:

**(Note: If using one of the building's phones dial 9 to get an outside line).**

Emergency: **911**

DePaul Public Safety: (773) 325-7777

Police, non-emergency: (312) 742-5870 (18<sup>th</sup> district)

Non-Emergency Police and City Services: 311

# Watts Theatre

## Security and Building Access

**Security** During regular business hours, a door monitor is present at the desk at the Racine entrance near the yellow staircase. Please speak with this person for directions in the building or to call the person you are meeting with.

**Stage Door** There are several entrances to the stage from backstage, but all are inside the Theatre School building itself.

### Backstage Guest Policy

No guests or audience members are permitted backstage, on stage, in the dressing rooms, or offices, prior to, during, or following a performance. Company members are asked to meet their guest in the lobby area.

### Deliveries and Receiving

All deliveries must be approved by the Technical Director at least 5 business days prior to delivery. No deliveries may be made outside of normal business hours or rented hours without approval by the Technical Director. The renter will pay for labor to receive the delivery.

# Watts Theatre

## Regulations & Information

### Facility & Equipment Availability

All facilities and equipment are subject to availability. In addition to Rentals, the Watts Theatre produces a full season of shows for The Theatre School at DePaul University. Equipment is often unavailable depending on the demands of the University. If you are interested in specific equipment please contact the Technical Director.

### Smoking

All DePaul University buildings are smoke free, including the Watts Theatre. There is no smoking allowed anywhere in the building, including on stage. If anyone is found violating this policy, the renter will be charged a fee for cleaning and sanitizing the affected area. Violating this policy may also result in an early end to the contract, at the discretion of the staff members present.

### Food & Drink

No food or drink, except bottled water, is allowed onstage or in the dressing rooms. Food and drink may be consumed in the green room.

### Clean-Up

The Renter must leave any space they use in a clean condition in accordance with the guidelines below. Failure to do so may result in a cleaning fee:

- Remove all items brought in by the Renter
- Dispose of all Trash in receptacle
- Return all items to their original location

Onstage and Backstage areas must be swept, with all added scenery, tape, and equipment removed.

Stage area should be returned to the original condition and configuration as received at the start of the rental.

# Watts Theatre

## Theater Information

The Watts Theatre runs in production for much of the year. Please discuss your needs with the Theater Manager and Technical Director to ensure you will have the space and equipment you need.

### Stage Dimensions

#### *Stage*

Depth: 49'-5" from thrust edge to the back wall  
Height: 1' 5" from audience level to stage surface  
Width: 61'-4" from US/DS tabs on SR to tabs on SL

#### *Thrust*

Width: 23'-8" at widest point  
Depth: 11'5" from thrust edge

#### *Wings*

Depth: Approximately 29'-10" from plaster line to back wall  
Width: 5'-8" on stage right  
3'-8" on stage left

\* These measurements are of the area offstage of the tabs that cover the wings from US to DS; depending on how masking is set, more wing space may be possible.

#### *Grid*

Height: 32' to surface of grid I-beams  
Flying Height: Between 28' to 29'-7", depending on the lineset

### Stage Floor

Plyron-covered triscuits over Staging Concepts custom trapped stage SC90 platforms. The Theatre School cannot provide Marley dance floor.

### Traps

We are not able to accommodate the adjustment of stage deck height or any modification for traps as this involves a major work call. However, it is possible that the stage is already modified from its normal thrust configuration due to a currently-running Theatre School production. Please speak with the Theatre Technical Director for more information.

### Linesets

Up to 17 automated linesets, 8 rope-operated linesets and 8 point hoists depending on availability. Motorized light ladders may also be available in the wings (see stage drawing for placement). Automated system is controlled by a Stage Technologies rigging control desk, the Illutionist. **\*\*System must be operated by trained Theatre School personnel.\*\***

Battens are 37'-4" long over thrust (up to Lineset 5) and 53' long upstage. 1,200 lb. capacity for automated linesets, 500 lb. capacity for point hoists, and a 300lb capacity ropesets (including 100 pounds of pipe weight)

A sample lineset schedule is attached in Appendix B. A current lineset schedule can be requested from the Theatre Technical Director.

## Catwalks

Catwalks entrances are located on the 3<sup>rd</sup> floor. Doors leading to the catwalks are locked when not in use.

## Soft Goods

Soft goods are subject to availability and may incur additional resource or labor charges. Please contact the Technical Director with your specific needs to ensure availability. There is no standard soft good configuration.

### *Legs and Borders:*

8 black legs	16'w by 26' h
2 black legs	16'w by 22'- 9"h
1 black border	53'w by 10'h
4 black borders	53'w by 8'h
2 black borders	53'w by 6'h
2 black borders	53'w by 4'h
10 black tabs	8'w by 23'- 3"h (permanently installed in upstage/downstage configuration on track in wings- see ground plan)

### *Full Stage Goods:*

- 2 Half stage blacks (traveler) 29'w by 26'h
- 1 Plastic rear projection screen (may be used as a cyc) 42'w by 36'h
- 1 Black Scrim
- 1 White Scrim

## Loading In & Out

Loading in and out may take place through the loading door which is accessible through the alley to the South of the building. Use of the loading door and times it is used must be requested from and approved by the Technical Director prior to the Load-in/out dates. Renters should be aware that it is not a private alley and access is limited.

### *Loading Door Dimensions*

Height: 8' 6"  
Width: 6' 0"

The loading dock is at alley level: we do not have an elevated dock.

Small items may be loaded in through the main entrance on Racine. This may be the preferred loading method depending on other activities in the building.

## Restrooms

There are restrooms on the stage level (in lobby area as well as backstage) and on the 2<sup>nd</sup> level near the green room and dressing rooms.



# Watts Theatre

## Backstage Information

Backstage facilities at the Watts Theatre are spread over three floors and are accessible by stairs and elevators, including an oversized freight elevator. Use of these areas is subject to availability and approval.

### Green Room

The green room is located one floor above stage level and can be accessed by stairs or an elevator behind the stage.

Size: Roughly 17' 9-1/2" x 18' 3-1/2"

Amenities:

- 1 full size couch
- 2 coffee tables
- 6 Chairs
- Refrigerator
- Microwave
- Restrooms located nearby



### Dressing Rooms

Dressing rooms contain counter stations, clothing hanging rods, chairs, mirrors, and sinks. Restrooms are located nearby. Two of the dressing rooms (Rooms 202 and 203) have shower facilities. All dressing rooms are accessible by stairs and elevator.

Rooms and Capacity:

Dressing Rooms	
Room Number	Capacity
202	8
203	8
216	8
217	8

202 and 203



216 and 217



### **Wardrobe Facilities**

There is a room one level above the stage that is available for wardrobe use. This room has 1 washing machine, 1 dryer, an iron and an ironing board. Renters must bring their own expendables (detergent, soaps, dryer sheets, etc.). Room is not always available- please confirm availability with Technical Director.



### **Prop Room**

There is an Active Props room that may be used to secure properties or other similar items. Its use is subject to availability. The room dimensions are 10'-2" x 10'-2", with a 9'-10" ceiling height. This room is equipped with a refrigerator, microwave, hot plate, and dish washer. There is also a 4'-0"W x 2'-0"L x 6'-0"H shelving unit with four shelves available for storage. Additionally, small folding tables may also be used for additional storage.



### **Internet access**

An Ethernet port may be available for internet use in the house during rehearsals. Wireless internet access must be requested in advance.

### **Booth**

The booth has a clearcom system through the SM console, an EOS Ti lighting console, and Soundcraft Vi1 sound console. The booth is accessible by stairs or a wheelchair lift, and accessed at the back of the house.

# Watts Theatre

## Front of House Information

### Seating Capacity

The Watts Theatre has **250** seats, a mixture of chairs and fixed seats.

Main floor: 209 (with all platforms in place as fixed seats)

Balcony Level: 41

There is no standing room in the theater. See Appendix D for seating chart.

### Box Office

Located in the lobby area

Spektrix ticketing system

Box office staffing, house management, and ushers services are per contract

### Accessibility

The Watts Theatre is fully ADA compliant. On the main floor, there are up to 4 wheelchair positions and 1 restroom facility. Row D on the main floor also has movable armrests to improve ease of transfer for guests using wheelchairs, crutches, or walkers. In the balcony (accessible by elevator), there are 41 seats that can be removed for a wheelchair position and 1 restroom facility. A limited number of assisted listening devices (hearing amplification) may be available for use.

# Watts Theatre

## Lighting Information

### Lighting Inventory

A detailed list is available upon request. The technical equipment package includes the use of lighting already in the air. Additional hang/focus will require written permission and incur additional labor costs. Additional instruments and specials may incur additional equipment rental charges.

There is a basic house lighting plot available for events that includes a front wash of white light. This must remain intact unless prior approval is given and must be restored with strike. Additional labor must be provided to accommodate additional fixtures.

During the season show plots may be available for use. These cannot be changed or refocused. During the off season there are often fixtures hung to supplement the house plot. A current light plot may be available from the Technical Director.

The Watts Theatre has a stock of the following instruments:

#### **Ellipsoids**

ETC Source 4 Ellipsoidal, 575w

Selection of lens tubes in 19°, 26°, 36°, and 50°.

There is an inventory of accessories for these instruments.

#### **Wash Fixtures**

8" Fresnel, 2 kw

Source 4 Par with MFL lenses, 750W

There are some accessories available for these instruments.

#### **Striplights/Cyclights**

Altman 3 Cell Sky Cyc

Altman 3 Cell Groundrow

There is an inventory of stage cable and DMX available to the Watts upon request. **ALL STAGE CABLE AT THE WATTS THEATRE IS STAGE PIN.** L6-20 208v relay circuits are also available but cable is shared with all TTS productions and venues.

Special FX equipment may be available upon request and is subject to availability.

## Dimmers

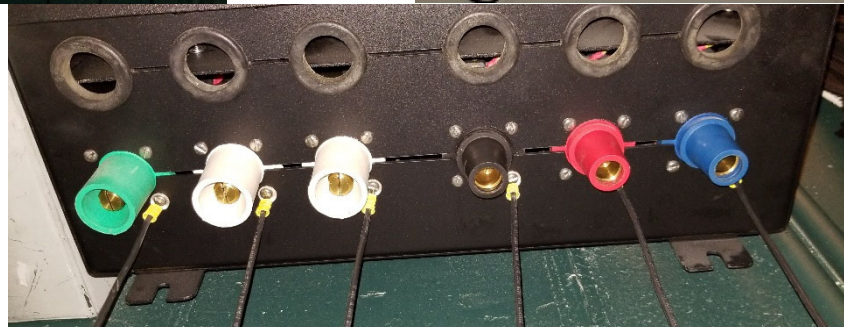
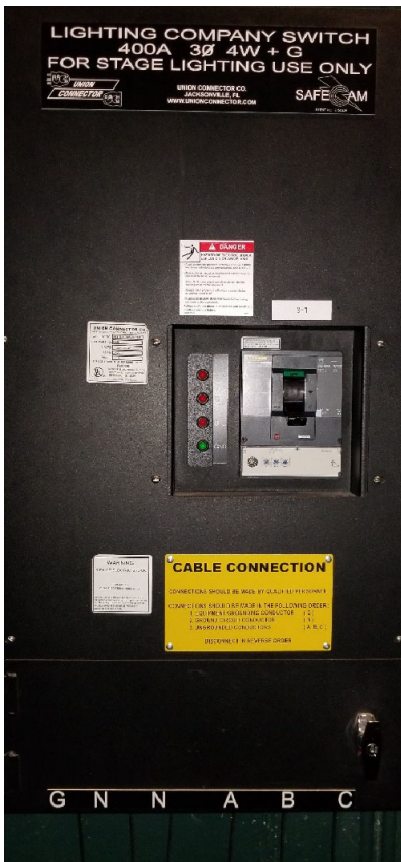
There are 340 2.4k dimmers and 6 50amp dimmers located in the Watts: 276 are located in the catwalks, 30 on deck, and 24 in the trap room. Further details are available.

## Control

The Watts has an EOS Ti available in the booth. There is a house light control system that also has basic presets and house light controls may be available on deck, in the booth, or possibly in the house.

## Power

The Watts has two 400A panels on each side of the stage, with reverse ground and neutrals. One 200A panel is located in the trap room with cams and reverse ground and neutral.





# Watts Theatre

## Sound Information

**The Watts Theatre reserves the right to limit sound levels.**

### House Sound System

The Technical Equipment package includes the use of the existing sound plot at the time of the rental, the console, and Mac OS X Computer, also:

Computer playback available

Up to 3 additional microphones, excluding wireless mics

Additional speakers and microphones must be approved in writing by the Technical Director and will incur additional equipment and labor charges.

### Console

Yamaha M7CL-48 Digital Mixing Console, QLab 5

### Monitor and Paging System

Audio monitors are located throughout backstage areas.

The paging system is activated through the stage managers station.

### Intercom System

ClearCom System located in Stage Managers station right with wired belt packs and headset connections Stage left and Stage Right.

6 Wireless belt packs (subject to availability)

### Assisted Listening

Listen LT-800 FM Transmitter. Receiver's available w/earbud headphones or induction coil

### Additional Equipment

Sound equipment and plot at time of rental are available upon request.

Additional charges will apply for any equipment outside of the house system.

A general inventory is included in Appendix A.

Equipment needs outside of The Watts Theatre inventory will be handled per contract. All outside equipment must be pre-approved in writing by the Technical Director.

# Watts Theatre

## Additional Equipment

### Concert Equipment

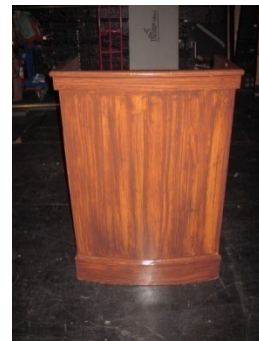
The following equipment may be available for use; additional equipment must be rented or brought in by the renter:

Music Stands: 20

### Lecterns

We may have a few lectern options available:

This one stands 3'6" tall by 2'8" wide. It is painted in a faux-wood finish. We have (1) of these.



This one stands 3'-8" tall by 2'-8" wide. It is 2' deep. We have (2) of these.





# Watts Theatre

## Appendix A: Sound Inventory

**This is a selection of the inventory that may be used as part of the equipment package. It is subject to availability.**

### House Mains:

- 3 - Meyer UPJ- 1 powered
- 2 – Meyer USW Powered Subs (if available)

### Available monitors:

- 2 – Community MX8-B 8” floor wedges

### Microphones:

- 3 - Shure SM-58
- 1 - Shure SM-57
- 2 - MXL 990
- 2 - AT857QMLa 19” Gooseneck Audio-Technica
- 12 - Shure UR1 Wireless Lav. (if available)

### Playback:

- 1 - Mac OS X Computer / Qlab5 / Two Motu 828mk3

### Amplifiers:

- 2 – QSC 804 Four channel amplifiers

## Wired Com Position Locations (Channels A – D available)

### Onstage:

- SR Downstage Wall
- SR Upstage Wall
- SL Downstage Wall
- SL Upstage Wall

### House:

- FOH audio
- House left and House Right entrances
- Underneath stairs to Balcony seating

### Backstage:

- Trap Room

# Watts Theatre

## Appendix B: Lineset Capacities and EXAMPLE Lineset Schedule

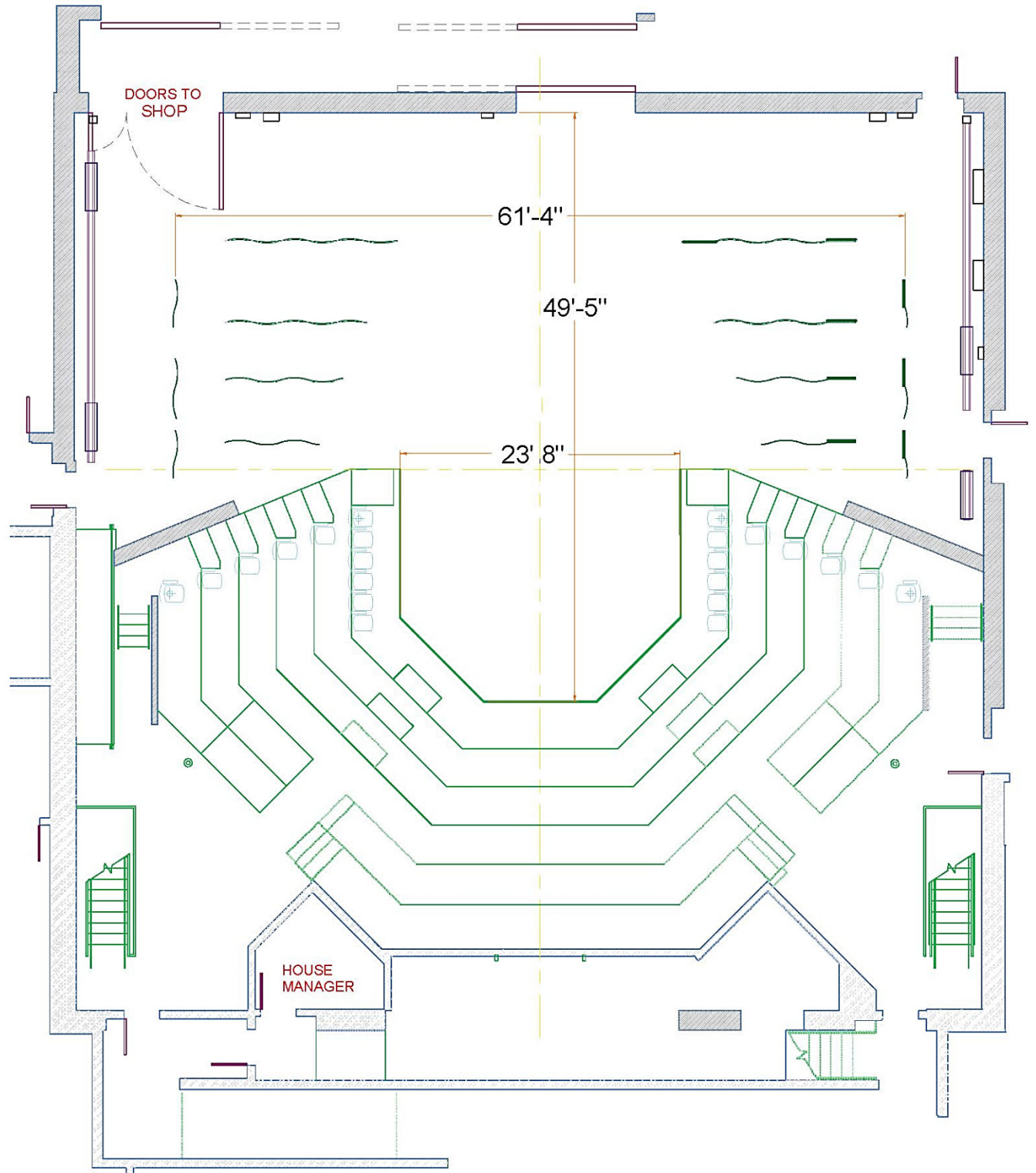
LINE #	TYPE	DISTANCE FROM PL	WGT CAPACITY	NOTES
1	Motor	-22' 2-1/2"	1200	
2	Motor	-10' 3-3/4"	1200	
3	Motor	-9' 11-3/4"	1200	
4	Motor	-8' 10-1/4"	1200	
5	Motor	-8' 4-3/4"	1200	
6	Rope	-1' 6"	200*	
7	Motor	+0' 7-3/4"	1200	
8	Motor	+1' 2"	1200	
9	Rope	+2' 4-1/2"	200*	
10	Rope	+3' 6"	200*	
C1	DEAD	+7' 6-1/2"		Typically used for masking
11	Motor	+11' 5-1/4"	1200	
12	Rope	+12' 4-1/2"	200*	
13	Motor	+12' 10-1/4"	1200	
14	Motor	+14' 4"	1200	
15	Motor	+15' 0-1/2"	1200	
16	Motor	+18' 3-3/4"	1200	
17	Rope	+19' 2-1/2"	200*	
18	Rope	+19' 10-1/2"	200*	
19	Motor	+20' 9-3/4"	1200	
20	Motor	+23' 3"	1200	
21	Motor	+24' 2"	1200	
22	Motor	+26' 2-3/4"	1200	
23	Motor	+28' 1/2"	1200	
24	Rope	+28' 3-1/2"	200*	
25	Rope	+28' 9-1/2"	200*	

\* Excludes 100 pounds of pipe weight

**Please note:** Scrim and Cyc roll drops may be available on a motorized lineset. Availability depends on current production requirements and these cannot be moved from their current location. Ask Theatre Technical Director for further details on location, availability and additional labor charges.

# Watts Theatre

## Appendix C: Basic Ground Plan



# Watts Theatre

## Appendix D: Seating Chart

