

Theatre Royal Stratford East

Venue Specification and guide for hirers and visiting companies



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Introduction

Stratford East is a producing theatre, built in 1884, in the heart of East London, situated a short walk from Stratford station. We have a proud history and an exciting future. We represent our culturally and socially diverse community in the work we make, the people we employ and our audiences and participants. We tell stories that are current, political and representative of London.

The theatre and its space are available to hire and we do receive touring shows as part of our regular seasons. The information in this document is intended to give an overview of the theatres facilities and provide touring companies and hirers with information they may find useful.

There are contact details at the end to ask more in-depth questions and make further enquiries.

Getting here

Public Transport

Stratford (E15 postcode) is very well served by a variety of transport. It is a hub for road access, TFL and National Rail and can be accessed by tube, DLR, Overground and buses. The easiest way to plan a journey to us is to use the [TFL journey planner](#) if coming by public transport. We are a short walk (0.3 miles) from Stratford Station and it is a level route accessible by wheelchair.

By Road

If you are driving to our venue than please check our map [Stratford East - Google Maps](#) and plan your drive accordingly. We would strongly recommend avoiding central London on the journey and especially if arranging HGVs travelling to the venue. The A12 is a useful and key route passing close to us and can be accessed via the North Circular(A406) or the M25.

Parking

Stratford is a busy area for road traffic and parking and should be planned in advance of arrival. There is very limited parking alongside the venue for visitors and this should be requested in advance with your point of contact. The Stratford Centre multi-storey car park is a good option for parking very near the venue and has reasonable (for London) parking charges from £2 for an hour up to £25 for 24hrs. Step free, immediate proximity parking is available by request to the theatre for staff and company members in one of our parking bays.



Trucks up to and including 45ft Arctic trailers can be accommodated for unloading/loading at the venue. These MUST be booked in with production department with at least a weeks' notice.

Box Office and Front Of House

FOH Facilities

All of the audience areas and facilities are on the right-hand side of the theatre as you look at it and this is also the right side of the auditorium. There is a long entrance hallway that leads from the Box Office passing a space that is typically used for merchandise and snack sales, leading up into a bar and restaurant area, which also holds the ground-floor toilets, including an accessible toilet. The bar serves typical drinks and snacks and the restaurant serves Caribbean fusion food at lunchtimes and evenings. The bar and restaurant area is available as part of a hire and has a large open floor area with plenty of natural light from wall-to-wall glass doors that can be opened onto the outdoor terrace area.

Box Office

Stratford East has a dedicated physical Box Office that is staffed during typical office hours and then into the evenings when there are shows on. There is a dedicated Sales and Box Office team who provide all services associated with ticketing and booking and are available to manage this process for events and hires if included as part of contract. Online sales are run through the website www.stratfordeast.com as standard, our system runs on Spektrix so ticketing can be hosted on another website if preferred.

Other Spaces

Stratford East has one large (8m x 8m x 2.8m high) and one smaller (8m x 4m x 2.6m high) rehearsal spaces available for hire. The larger room - Hedley Studio (isn't it called the Hedley Rehearsal Room?) has rehearsal mirrors, a PA for playback and seating/tables available. Both rooms can accommodate costumes, props, rehearsal objects as needed and for length of hire. Access is tricky for larger set items and would need to be discussed in advance. Step free access is available for both spaces. The larger space is on the second floor.



There are also two meeting spaces available in the audience FOH area, which are useful for invited guests and other hosting needs during an event. During the day they are suitable for meetings and both have screens available. Both have step free access.



Auditorium

Seating

Stratford East is a three level auditorium designed by Frank Matcham with audience seated in stalls, dress circle and upper circle. All audience movement is on the auditorium right side with

stairs and a lift serving each level. There are toilets on each level including accessible toilets. In the event of an evacuation there are exits on the auditorium left side but during normal audience flow there is no access to this side for visitors.

Maximum capacity is 465 made up of –

- Stalls – 241
- Dress Circle – 124
- Upper Circle – 100

Access Facilities

Stratford East can provide headphones for the purposes of audio description or for enhanced audio needs. It is a Sennheiser Tourguide system and provides show relay for every performance, with the addition of Audio-Description when available. The Sennheiser system has the option of broadcasting to the 'T setting' of Hearing-Loops.

With advance preparation a captioning screen and associated control can be provided along with contacts for captioning professionals who can provide appropriate services.

Similarly, with adequate notice we can provide a BSL Signer, who would usually be situated extreme DSR or DSL, or at the front of the auditorium on a raised platform.

All access provisions apart from show relay require prior notice and preparation by the access professional.

Get In

The get in is through a pair of large dock doors leading into the scene dock which is on the SR side of the stage. The doors are (2.1m x 5m high) and lead out onto our small car parking area. Trucks of all sizes can fit by the doors, but they will be parked at right angles to the doors. Stratford East DO NOT own a truck ramp and we will not unload an 45ft trailer without one being supplied on the truck.



The scene dock is (9m x 4m x 5.5m high) and typically holds our prompt desk, masking flats and Tallescope. There is space for some storage and props tables etc, but please check with the production department if there is a need to store many dead cases or scenery as this will need

to be discussed in advance. There is a quick-change area with curtains which allows it to be lit with 'whites' if needed for makeup.

Stage

The stage is a 1:20 rake and all the key dimensions are listed below. Please note there is a very prominent wall MSR leading upstage that can be seen on the ground plan. It can be a hindrance to an upstage crossover. There is an alternative route substage. There is very limited space SL with limited wing space, although there is a corridor running US/DS for performer movement.

We have a solid safety curtain that moves in two halves and must be able to land on every show and although it has a soft bottom, care and discussion must be had regarding cable runs or a show floor.

There is a solid arch midway upstage that has a height of 5140mm from stage surface and at this point there is limited ability to provide overhead rigging. All features can be seen on the ground plan and section.

Rigging and Flying

Stratford East is predominantly a hemp venue with the addition of 3 motorised bars and 2 automated bars. The nature of hemp flying means that loads able to be rigged are often less than typical venues and the process of hanging and trimming takes longer than a lot of theatres. Please talk to the production department for further details. The grid above the stage is steel slatted and well designed and can take notable loads. 1kN per square/m is permissible. There are some chain blocks available for assisting on bar pickups as well as point loads. Three phase power is available should chain hoists be needed for heavier loads.

KEY Stage data

| | |
|-------------------------------|--|
| Width of Prosc | 6920mm |
| Height of Prosc | 6450mm |
| Full depth of stage | 11570mm |
| Dock doors | 2100mm wide x 5000mm High |
| Raked Stage | 1:20 |
| Depth to 'second prosc' | 5140mm |
| Height to grid | 1190mm Upstage -- 1245mm Downstage |
| Height of second prosc | 6220mm |
| Height under clearing floor | 6180mm |
| Height under DS fly floor | 6150mm |
| Height under US fly floor | 6360mm |
| Number of Bars | 37 (31 hemp (120kg max UDL), 3 motors (2@300kg, 1@220kg), 1 winch, 2 automated bars) |
| Point Pickups available | 9x 500kg chain blocks |
| Trap space (not permanent) | DS edge 2085 US of rear Iron Line --- US edge 3375 US of rear Iron Line. |
| On centre | Width 800 x Depth 1290 |
| Distance between fly floors | 9478mm |
| Distance US fly floor to wall | 8305mm |
| Bar Length / SWL | House border bar winch 7700mm --- 300kgs |
| House tab bar motor | 7810mm --- 250kgs |

| | |
|--|---|
| Downstage Hems 1-15 | 9000mm --- 120kgs --- (200kgs with Chain Blocks) |
| Upstage Hems | 16-33 8000mm --- (200kgs with Chain Blocks) |
| Dock Size | 9250mm long x 4000mm wide |
| Counterweight Assists | 4 available 200kgs max per cradle, 650kg in Bricks available (cradle weight 25kg) Rigging time = 5 hours per Assist, with 3 people |
| --- SOFTS AVAILABLE --- | Measurements Read as Width X Drop |
| Legs - serge | 6 of 2400mm x 6500mm 2 of 1200mm x 6000mm |
| Borders - serge | 6 of 2400mm x 9000mm 1 of 3600mm x 9000mm |
| Full Blacks - serge | 2 of 6500mm x 8000mm 2 of 8000mm x 6000mm 1 of 6000mm x 6000mm |
| Hard Masking Flats – serge covered – steel framed | 4 of 6000mm x 4000mm 4 of 6000mm x 1000mm 4 of 6500mm x 1000mm 2 of 6000mm x 500mm |
| --- SCREENS AVAILABLE --- | |
| BP - grey | 1 of 9200mm x 5500mm |
| BP - white | 1 of 6500mm x 6500mm |
| Cyclorama | 1 of 1200mm x 9000mm |
| White Cyc | 2 of 8000mm x 6500mm |
| Black Gauze | 1 of 9000mm x 9000mm |
| --- HOUSE TABS --- | |
| Full tabs with swag ability (Can only fly on Tabs bar, most DS) | Pair of 4200mm x 5500mm |
| Tabs Border | 7200mm x 1200mm |
| --- STEEL DECK --- | |
| 8ft x 4ft | 15 of |
| 4ft x 4ft | 1 of |
| 2m x 1m | 2 of |

Sound

Overview

The theatre has a Main System that is permanently installed and is detailed below. It provides Stereo coverage to the whole auditorium, along with Under-Balcony delays and Sidefills, and Sub/LF provision in the Stalls and Upper Circle. Front-Fills are available also.

There is also a stock of temporary stage speakers that can provide effects playback and foldback. There is a dedicated sound specialist as part of the production team who can advise on capabilities and possibilities of our systems.

Permanent System

Pros - L/R on all levels - EM Acoustics EMS 129 (MC2 Amplification)

Subs - L/R in Stalls & Upper - Funktion-One BR118 (MC2 Amplification)

Delays - Under-Balconies on all levels - EM Acoustics EMS 51 (MC2 Amplification)

Sidefills - L/R on all levels - EV S40 (MC2 Amplification)

Front-Fills - Under-hung from stage edge - EM Acoustics EMS 61 (MC2 Amplification)

Surrounds - Side & Rear L/Rs on all levels - JBL Control 1 Pro (MC2 & Yamaha Amplification)

System Matrix - Yamaha DME64N

Desk - Digico SD9T (D-Racks in Amp Room and Pit)

Misc Speakers - Various EAW & Martin stage speakers as stage stock

Mics - A small selection of Wired Microphones

Wireless – 2 Handheld Wireless Microphones (Sennheiser Evolution with E835 capsules)

NB- Any and all wireless equipment used onsite must be licensed with specific frequencies, or be in the license free space. All toured wireless systems must not conflict with house wireless frequencies, including the assistive listening system.

Playback - QLab V4 Playback at FOH (Max 48ch)

For full and comprehensive details please contact the Head of Sound.

Comms, Cue-Lights, Show Relay and Backstage Calls

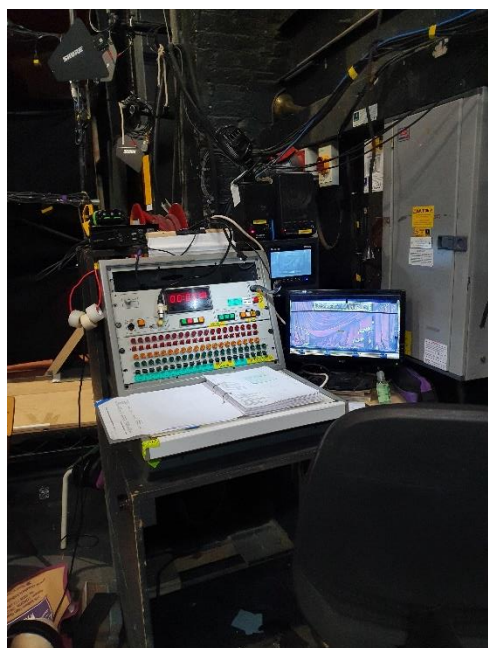
Comms – Tecpro Wired System to all applicable points with various beltpacks and headsets. Single-Channel in most areas, with Dual-Channel A/B provision for LX & Followspots, DSM and Wireless Headsets.

Wireless Comms – 4 HME/Clearcom Beltpacks with Single-Ear Headsets, Dual-Channel A/B linked to wired comms.

Cue-Lights – QLX controlled from DSR Prompt Desk. Non-patchable, with up to 6 outstations possible (+ extra units at permanent control positions).

Show Relay – Relay to all applicable areas of the building, muted/unmuted from the Prompt Desk.

Calls – Backstage and FOH Calls from Prompt Desk.



Prompt Desk – Fixed position DSR, cannot be used in the auditorium. FOH Colour and B&W IR CCTV (+ Monitor and additional camera for extra use). Controls for QLX, Comms, Show-Relay and Calls. Audio Monitor for Show-Relay.

Lighting

Overview

The theatre has a full lighting inventory and systems to realise a full lighting design. The detailed stock is listed below including dimming and control. The lighting stock is very much based around tungsten sources and we have dimming available to all positions. The venue runs on a 15a patching and cabling system and this should be considered when bringing production lighting equipment into the venue. The lighting positions are outlined on the theatre drawings and a Vectorworks file is available for those that wish to draft in VW (preferred).

Rigging over stage needs consideration and planning as we are a hemp venue, as outlined in the stage section. Further information and useful advice can be discussed with a member of the lighting department.

Houselights are a warm, LED candle-style fittings and a large central chandelier that can be independently controlled or controlled via the in-house or toured lighting desk via sACN.

The theatre can achieve a decent blackout onstage but with some light bleed reaching the stage from the auditorium maintained and emergency fittings.

Stock

| Profiles | | Notes |
|----------|----------------------|-------|
| 10 | Source4 Zoom 15 / 30 | |
| 8 | Source4 Zoom 25 / 50 | |

| | | |
|--------------------------|---------------------------|---|
| 4 | Robert Juliat 611 | Permanently Rigged Gallery Bar |
| 2 | Robert Juliat 614 | Permanently Rigged Gallery Bar |
| 8 | Source4 19deg | |
| 18 | Source4 26deg | |
| 16 | Source4 36deg | |
| 4 | Source4 50deg | |
| 12 | Source4 Junior | |
| 2 | Source 4 Mini | |
| Fresnels/PCs | | |
| 18 | Patt 743 | |
| 2 | Patt 243 | |
| 3 | Robert Juliat Cin'k 325LF | Looks like a 5k |
| 7 | Rama PC | |
| 4 | Minuette F | |
| 4 | Acclaim F | |
| 3 | Minuette PC | |
| 2 | Strand Cantata Fresnel | |
| 3 | Starlette F | |
| PARs | | |
| 58 | PAR 64 | |
| 4 | PAR 56 (Short Nose) | |
| 5 | S4 PAR | Clear and 8 row lenses |
| 2 | PAR 16 (Birdie) 240V | |
| TBC | PAR 16 (Birdie) 12V | Please check as stock varies |
| Moving Lights/LED | | |
| 6 | VL5 wash | 2 x Smart Repeaters only |
| 4 | TW1 Narrow/Wide | NO SPARES |
| 6 | VL500ARC | 1 Spare on top of this – Saturate Colours |
| 4 | ETC ColorSource Spot | Lens from tungsten S4 stock |
| 6 | Martin Rush PAR | DMX Controlled Zoom – No barn doors |
| | | |

Control and Dimming

- 120x 2.5KW Strand LD-90
- 12x 5.0KW Strand LD-90
- ETC GIO 2048 channels.
- sACN control network with cat5 patching
- 2 x floating Pathport UNO nodes on top of existing DMX distribution

Effects

- 2 x LOOK SOLUTIONS Unique 1.Haze machines
- 1 x LOOK SOLUTIONS Viper Smoke machine

- 1 x DMX Smoke Machine
- 1 x Snow Machine ***CHECK STATUS

Followspots

- 2 x ROBERT JULIATT Buxie 575W MSD

These have one position at rear of upper circle and require 4 seats to be removed and extra staff to operate them.

Set Workshop

Overview

The theatre has its own scenery workshop and often produces sets or set elements for its own productions. There is capacity to produce some scenic elements for other shows on top of this but would need consultation with the production department and planning into the wider theatre schedule. ***DOM/Jess anything to add??

The workshop is capable of woodwork and light metalwork. But it is noted that given the size of the workshop larger pieces must be built in section so they can pass round the tight turn of the yard (roughly 5m for an on edge 2x1 flat)

During matinee days there may be forced quiet time during the performance, but assembly and painting can still be undertaken in these times as the workshop is outfitted with a silent compressor

With prior booking larger pieces can be set built on stage but this is on a per job basis as.

Video/Projection

Overview

The theatre has some facilities and equipment to provide projection and we have a good list of suppliers and freelance staff who can provide all remaining advice and equipment. There is only one position FOH a projector can hang and the section drawing will show that this position actually gives good coverage on the first 1/3 or 1/2 of the stage depending on height of projection needed. Projectors or LED panels over-stage have no restrictions especially if dedicated rigging is planned for them keeping them away from the stretch and inaccuracy of hemp bars.

Below is a quick list of video equipment available at the theatre. It is not definitive and with all things video a discussion with the production department would lead to the best results possible.

Video Inventory

1 x CHRISTIE XL700 Projector

1 x Fixed Lens 0.8

1 x Panasonic PTDZ13K projector

LE6 lens

Panasonic Rigging Frame + Gimble

1 x DMX projector shutters

Datapath x 3

Dressing Rooms

Overview

Stratford East has 6 permanent dressing rooms split across 2 floors – 1st and 2nd floor with the stage level being ground floor. Both floors have stair and lift access to stage right and stair only access to stage left.

Layout and sizes

| | Floor | Size |
|-----------------|-----------------------|-----------------------|
| Dressing Room 2 | 1 st floor | 4 People |
| Dressing Room 3 | 1 st floor | 2 People |
| Dressing Room 4 | 1 st floor | 2 People |
| Dressing Room 5 | 1 st floor | 4 People |
| Dressing Room 6 | 2 nd floor | 1 (possibly 2) People |
| Dressing Room 7 | 2 nd floor | 6 People |

All dressing rooms have 800mm doorways and 780mm dressing tables. Most dressing rooms have basins that are mounted at 900mm from the floor. All dressing tables have local control of around-mirror lighting, which are rows of warm white light bulbs.

There is no dressing room 1.

Other Facilities

Green Room

The theatre has a spacious Green Room with kitchen facilities, stage relay screen, seating and a smoking balcony.

A kettle is provided, as are tea, coffee, sugar, hot chocolate and milk (dairy) as standard. Alternatives can be provided upon request.

There is also a microwave oven as well as a conventional oven; and a selection of pots, pans, crockery and utensils. The kitchen has standard height worktops.

There is a large fridge, which can be used for personal food items. All food items placed in the fridge must be named and dated.

Photocopying/Printing

The company/stage manager can facilitate printing and photocopying and there is a high volume machine should larger quantities be needed. Printing can be done to large print and coloured paper if requested.

Laundry Facilities

TRSE can provide access to washing and drying facilities.

Contact Info

Theatre Royal Stratford East

Gerry Raffles Square

London

E15 1BN

production@stratfordeast.com

Venue Photos

A selection of shots, take whilst in the DS ½ of the stage.

