<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stage Elevation</td>
<td>2</td>
</tr>
<tr>
<td>Stage Specifications</td>
<td>3</td>
</tr>
<tr>
<td>Stage Extension</td>
<td>4</td>
</tr>
<tr>
<td>Power, Audio, Followspots</td>
<td>5</td>
</tr>
<tr>
<td>Lighting</td>
<td>6</td>
</tr>
<tr>
<td>Load-in Entrances</td>
<td>7</td>
</tr>
<tr>
<td>Seating Chart</td>
<td>8</td>
</tr>
<tr>
<td>Backstage Layout—Stage Level</td>
<td>9</td>
</tr>
<tr>
<td>Backstage Layout—Lower Level</td>
<td>10</td>
</tr>
<tr>
<td>Lobby and Lounge Layout</td>
<td>11</td>
</tr>
<tr>
<td>Building Map</td>
<td>12</td>
</tr>
<tr>
<td>Aerial photo and Local Map</td>
<td>13</td>
</tr>
<tr>
<td>Production Policies</td>
<td>14, 15</td>
</tr>
<tr>
<td>Vendor List</td>
<td>16</td>
</tr>
</tbody>
</table>
**Stage Specifications**

- Fixed rigging point
- Non-removable panel
- Removable laylight panel
- Smoke detector
- Fire Suppression
- Emergency light
- House Audio position

Updated 10/7/2022
Optional Stage Extension
Up to 80’ wide x 20’ deep

The stage of DAR Constitution Hall may be extended in a wide variety of patterns to accommodate larger events.

The on site equipment includes fifty pieces of 4’ x 8’ Wenger Versalite staging and two Wenger adjustable stair units. The same pieces can be used for camera platforms, press platforms and stage risers.

DAR Constitution Hall must arrange all stage extensions. See schedule of rates for pricing.

When employing the full stage extension, 302 seats in rows A through H become unusable.
- 60 Box seats are just off from the stage, with 40 of them looking at the back of the performer.
- 404 Tier seats are also looking downstage toward the back of the performer.

Total Number of Seats = 3696
Physical Kills = 302
Obstructed Box Seats = 60
Obstructed Tier Seats = 404

Total Remaining Seats = 2930
**Power, Audio, Followspots**

**Power Specifications**
- **FOH Bridge @ Exit 2**
  - 100 amps
  - 3 phase
- **Stage Left**
  - 200 amps
  - 3 phase
  - Field Ground
- **Upstage Center**
  - 600 amps
  - 400 amps
  - 200 amps
  - 3 phase
  - Field Ground
- **Stage Right**
  - 400 amps
  - 200 amps
  - 100 amps
  - 3 phase
  - Field Ground
- **Catwalk Stage Right**
  - 400 amps
  - 3 phase
- **Lower Level Switchgear**
  - (2) 400 amps
  - 3 phase
- **Additional Power:**
  - 200 amps 3 phase in Dressing Room 1 (C Street shore power)
  - (6) 20 amp 110v on upstage wall
  - (2) 20 amp 110v in stage floor pockets

**House Audio**
- Martin WPM Line Arrays mains
- Martin iK81 Amplifiers
- Lake LM44 processor
- Shure ULX-D 4 Channel
- Meyer M1D Line Array side hangs and front lip fills
- Clark Technik digital delays, Yamaha and Digitech equalizers

**Pianos**
- Steinway D 9’ Concert Grand
- Yamaha GC-2 Baby Grand
- Sohmer 45S Upright

**Followspots**
- **House Right Tier**
  - (1) 2000W Xenon Lycian 1290 XLT
- **House Left Tier**
  - (1) 2000W Xenon Lycian 1290 XLT
- **Upper Spotlight Booth**
  - (2) 2000W Xenon Lycian 1290 XLT

*Updated 10/7/2022*
**Lighting**

**FOH Trusses**
- (2) 24’ sections of 26” x 30” box truss
- (8) MAC Viper Performance
- 45’ feet from downstage edge

**Additional Lighting Inventory**
- (8) MAC Aura XB
- MA dot2 XL-F

**Upstage LEDs**
Fully customizable color and natural white LED fixtures installed amid the upstage architecture.

- 25 Color Kinetics ColorBlast 12 PowerCore (dome)
- 20 iColor Cove MX PowerCore (eagles)

- Natural White 4000k LED in two dimmable zones (State Names and Dome/Eagles)

**Laylight LED Panels**
972 LED panels replicating the original laylight ceiling.

Daylight

Starlights
NOTE:

All scenery and support items must fit through Exterior, Vestibule and Stage Ramp door sizes to make it to the stage. Any scenery over 18'-0" in length, must be hand carried into the building through the 18th Street Entrance.
Over 10,000 square feet of space suitable for receptions, displays or exhibitions
All parking must be arranged in advance with the DC Government, as the meters must be permitted for indicated parking arrangements.

17th Street

D Street

18th Street

DAR CONSTITUTION HALL

Main Entrance to Hall

Elevator to Lower Level

Entrance for Patrons with Mobility Disabilities

Mobile Studio Trucks, Busses or Catering Vehicles

Box Office

Busses

Updated 10/7/2022
MAP KEY

1. The National Society Daughters of the American Revolution
2. The American Red Cross
3. The Corcoran Gallery of Art
4. The Organization Of American States
5. DAR Constitution Hall
Production Policies

1. **SPECIAL FX**
   a. **HAZE**
      i. Constitution Hall allows the use of white mineral oil fluids for haze effects, like Reel EFX Diffusion Fluid or MDG Neutral Fluid. (Most popular option is DF50.)
      ii. **Constitution Hall does NOT allow water-based** aka glycol fluids or glycol/water mixtures, regardless of whether they are considered haze or fog effects. (The most popular of these prohibited systems is the F100.)
      iii. Production must get approval from the stage crew electrician and building operator prior to running hazers.
   b. **CO2**
      i. Pursuant to DC Code F-105.6.8, a permit is required for the use of compressed gases, including inert gases like CO2. Event organizer must procure their permit directly through the DC FEMS department.
      ii. Constitution Hall cannot arrange, receive or store CO2 deliveries on behalf of the event. CO2 must arrive and be clear of premises within the duration of the event license window.
   c. **NO CONFETTI**
      i. Absolutely no confetti under any circumstances.

2. **RAMPED LOAD-IN**
   a. **NO TRUCKS OF ANY SIZE MAY PASS UNDER THE AWNING.**
   b. Constitution Hall does not have a loading dock, but rather a ramped loading entrance.
   c. All production vehicles should have a ramp or a liftgate.
   d. Constitution Hall does not provide a forklift. If required, forklift should be arranged directly by the event organizer. Constitution Hall cannot arrange or receive this delivery.

3. **FLOOR PROTECTION**
   a. Masonite or other approved floor protection must be in place before rolling cases over the carpeted areas of Constitution Hall.
   b. Constitution Hall has enough Masonite available for standard concert production.
   c. All floor protection should be installed by the designated stage crew as part of the labor call and should be struck prior to doors to the public.
   d. Likewise, it should be reinstalled at the start of the load-out and struck prior to the end.

4. **PROTECTION OF OTHER SURFACES**
   a. Care should be taken to protect finished surfaces of the venue, and not use them as a place to lay or lean equipment or cases.
   b. This includes not leaning cases, case lids or equipment on plaster walls, against the columns or acoustic material of the orchestra wall, or against the upstage blue drape or the upstage mural.
   c. Cases, case lids and equipment should never be set on the seating at any time.

5. **BOX SEATS**
   a. The designated stage crew must remove and store any box seats that need to be removed for technical control positions or any other purpose.
   b. Technicians and show crew may not utilize the box chairs for their positions or workstations. Appropriate seating is available.

6. **NO FOOD OR BEVERAGE IN THE AUDITORIUM**
   a. Except bottles of water

7. **SOUND CHECKS**
   a. Sound checks may not commence until 4 PM on a DAR workday without prior approval by Constitution Hall staff.
8. CABLEING
   a. Under no circumstances may cables cross walkways, whether in front-of-house or back-of-house locations. Taping or matting cabling is NOT an acceptable solution to this problem. All cables must run in a configuration that does not in any way present a potential trip hazard.

9. EXITS
   a. Exit doors may not be blocked at any time. Equipment must be stored in a way that does not block egress in case of an emergency. This applies to the entire event day, including load-in, the performance, and load-out.

10. ADHESIVES
    a. Constitution Hall does not permit tapes or other adhesive materials to be applied to any finished surfaces. Most significantly, this means that nothing may be taped to walls, floors, doors or carpet. There are no exceptions to this prohibition.
    b. Only approved tapes can be utilized on the stage itself and only by the designated stage crew.

11. CAMERA EQUIPMENT
    a. Tripods are not permitted in any area where the public may be seated. Tripods are only permitted in boxes that are completely clear of chairs or on the bridges over exits.
    b. Any video cameras inside the auditorium seating area must be wireless or accompanied by personnel paging cable for the operator.
    c. Purpose of camera equipment (i.e. IMAG, archival, promotional, broadcast, streaming) must be provided in writing to Constitution Hall staff prior to load-in.

12. ANIMALS
    a. Recognized service animals accompanying an individual with a disability, as defined by the ADA, are the only animals permitted inside Constitution Hall.
    b. No pets, comfort or support animals, regardless of size, are permitted under any circumstances to accompany any patron, staff or artist.

13. SMOKING
    a. No smoking is permitted anywhere inside the building. Constitution Hall must investigate all reports or suspicions of smoke in any location of the premises, including dressing rooms.
    b. No open flames of any kind are allowed at any time anywhere in the building, including candles.

14. TRASH REMOVAL
    a. All trash produced by an event must be removed by the responsible party. No materials or equipment may be left at the end of a load-out.
    b. All trash produced by caterers must be removed by the catering company. Constitution Hall and its cleaning staff are not responsible for this task.

15. CLEANING CREW
    a. DAR has basic contracted cleaning staff for the purposes of cleaning the premises only, and only during regular office hours. They are not responsible for trash generated by an event or by the event’s catering or hospitality.
    b. Restrooms will be cleaned once, typically prior to the start of the license period. Cleaning staff is not available to refresh or restock restrooms on demand.
    c. The Overtime Cleaning Fee that appears on the contracted schedule of rates is a charge for cleaning staff to come in on off-hours following the event to clean the building before the next licensee occupies the building. This charge is not for cleaning staff to remain on-site throughout the event.
    d. If your event requires cleaning staff during the event, there would be an additional charge of $300.00 for two people during the 3½ hour event window.
       i. This request must be made by e-mail to the Constitution Hall Event Coordinator no less than seven days in advance. Staffing is subject to labor availability.

Updated 10/7/2022
REQUIRED VENDORS:

**Concessions:**
Best Vending  India Robinson (301) 404-1793 indiar.bestvendingdc@gmail.com

**Event Staff:** (Licencees are required to hire one of the three approved vendors for event staff)
- Falcon Event Staff  Regi Miner (202) 251-8080 regiminer1@aol.com
- American Nat’l Protective Service  Loralyn Mayo (202) 297-3415 lmayo.anpsllc@gmail.com
- CES Security, Inc.  Krissy Herbster (443) 471-7000 events@cessecurity.com

**Ushers and Ticket Takers:**
- Theater Services  Karin Long (301) 602-6865 njkarinl@aol.com

**Ticketing Services:**
- Ticketmaster  Jennifer Ferrell (704) 778-4226 jennifer.ferrell@ticketmaster.com

**Stagehands, Riggers and Seat Removal:**
- GLP, Inc.  Robert Halem (301) 341-1092 bob@glpproductions.com

RECOMMENDED VENDORS:

**Audio:**
- Acoustic Design  Ned Haskin acousticdesign022@gmail.com
- Maryland Sound  Bob Goldstein rtg@msihc.com
- MHA Audio  Mike Scarfe mike@mhaaudio.com
- Event EQ  BJ Singh bjsingh@eventeq.com

**Lighting:**
- GLP, Inc.  Robert Halem (301) 341-1092 bob@glpproductions.com
- Atmosphere Lighting (301) 585-2100 info@atmospherelighting.com
- Event EQ  BJ Singh (410) 242-5050 bjsingh@eventeq.com

**Video/Projection:**
- Quince Imaging  Danni Crosby (703) 742-7520 DCrosby@quinceimaging.com

**Platforming:**
- Jericho Stage  Roger Vill (410) 477-1991 x201 jerichostageinc@gmail.com

**Box Office Staffing:**
- Brave Soul Tix  Monte Wolfe (202) 744-8823 bravesoultx@gmail.com

**Piano Tuning:**
- Katrina Sapp** designated Piano Technician (703) 347-4430 sapptuning@gmail.com
- Jerry Brubaker (301) 336-6727

**Catering:**
- Taste  Alexis Jenkins (443) 292-4064 info@humdingerenterprise.com

**Limousine:**
- Duckett’s Limousine  Gregg Duckett (301) 577-7501 duckett5719@aol.com

**Event Décor:**
- Hargrove  Ron Bracco (301) 306-9000 events@hargroveinc.com
- Legacy Scenic  Chris Gagen (703) 961-8866 cgagen@legacysp.com

**Furniture Rentals:**
- EventsBum  Pat Barnes (240) 988-3915 pat@eventsbum.com

**Theatrical Draperies:**
- Drapes and Drops  Leonard Weiss (703) 823-4434 rentaldrapes@aol.com

**Valet Services:**
- Atlantic Services Group (202) 466-5050

**Street Parking Meters:**
- DC DOT (202) 442-4670 http://tops.ddot.dc.gov