



WAUSAU EAST HIGH SCHOOL AUDITORIUM

Technical Information Packet

2607 N 18TH STREET
WAUSAU, WI 54403

(715) 261-0650 Phone

Updated 10/9/2023

Introduction

Thank you for your interest in the Wausau East High School Auditorium. This document is intended to serve as a technical introduction to the physical specifications of the stage at the Wausau East Auditorium. It is to be used as a guide to the facilities, the equipment and the logistics of the East Auditorium. It is by no means the “Last Word”; some equipment may be under repair, lost, damaged or replaced. If you have any questions, please feel free to call the AV Technician for any clarification to questions that may arise.

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General Information

Managed by:

Wausau School District
Wausau East High School

Address

2607 N. 18th Street
Wausau, Wisconsin 54403

Web Address

www.wausauschools.org/east/

Main Office Phone: (715) 261-0650

Main office Fax: (715) 845-2913

East Auditorium Technical Personnel

Glenn Peters, AV Technician

Email: gpeters@wausauschools.org

Facility Rental Information

[Facility Rental Procedures](#)

Emily Seehafer, Admin Assitant Building & Grounds

Email: esehafer@wausauschools.org

Kurt Vanden Heuvel, East Activities Director

Email kvandenheuvel@wausauschools.org

Handicapped Access

4 wheelchair locations on the main floor
Handicapped restrooms are available on the main floor
Stage and Dressing Rooms are handicapped accessible
Handicapped parking is located in front of the Auditorium
Hearing assistance system is available for all areas of the Auditorium

Parking

Parking is available for patrons in front of the Auditorium. Parking for staff is located in back of the Auditorium in Lot E. Bus and truck parking is available in back of the Auditorium in lot F. All vehicles will need to be registered in the main office if parking occurs between 6:30 am and 3:30 pm, Monday through Friday.

Travel Directions:

From the East or West –

From Highway 29 Take the Exit for 51/39 going north. Take Exit 193 (Bridge Street), at the top of the exit turn Right (East), follow Bridge Street crossing the Wisconsin River to 6th Street (Hwy 52E), Turn Left on to 6th Street. Turn Right on Wausau Ave. (Hwy 52). Turn Left on 18th Street. Turn Right onto the Wausau East High School Campus.

From the South -

From Highway 51/39 going north. Take Exit 193 (Bridge Street), at the top of the exit turn Right (East), follow Bridge Street crossing the Wisconsin River to 6th Street (Hwy 52E). Turn Left on to 6th Street. Turn Right on Wausau Ave. (Hwy 52). Turn Left on 18th Street. Turn Right onto the Wausau East High School Campus

From the North -

From Highway 51/39 going north. Take Exit 193 (Bridge Street), at the top of the exit turn Left (East), follow Bridge Street crossing the Wisconsin River to 6th Street (Hwy 52E). Turn Left on to 6th Street. Turn Right on Wausau Ave. (Hwy 52). Turn Left on 18th Street. Turn Right onto the Wausau East High School Campus

Travel Distances

Green Bay, WI	93 Miles
Eau Claire, WI	99 Miles
La Crosse, WI	144 Miles
Minneapolis/St Paul, MN	175 Miles
Madison, WI	140 Miles
Milwaukee, WI	181 Miles
Dubuque, IA	215 Miles
Chicago, IL	275 Miles

Management

Dressing Rooms

Dressing rooms are located on the main floor behind the stage. Each of the two 10ft x 10ft Dressing rooms has a toilet and sink and shares a common make-up room. **No showers available.**

Make-up Room

The shared make-up room has 12 stations. Each station has duplex outlets and lighted mirror. The countertops are ADA compliant.

Crew

The Wausau East Tech Crew is available. Wausau East Tech Crew is a high school student organization that provides a professional theater experience for all that use the East Auditorium. Arrangements need to be made with the Tech Crew advisor two weeks before the event to insure a proper size crew.

Handicapped Access

All make-up stations are at ADA compliant handicapped height. Handicapped restrooms are available in the dressing rooms and in the main lobby. An ADA compliant elevator is available for access to the tech booth.

Policies

It is in your best interest to make sure everyone in your group/company are aware of the regulations that apply to everyone using the stage to avoid any misunderstanding.

- Please refer to the Wausau School District Policy number 1630 for use of school facilities. These policies are located on the Wausau School District Website. www.wausau.k12.wi.us/policies/
- The Auditorium is located at the Wausau East High School. The Auditorium is in a smoke-free and alcohol-free building and on a smoke-free and alcohol-free campus. Smoking and alcohol beverages are prohibited on District property. Violations of this policy will result in immediate termination of a contract and denial of future building and site use.
- The sale, distribution, or consumption of alcoholic drinks or any kind of food is prohibited unless specifically approved in writing by the Superintendent of Schools or designee.
- Building is normally opened for performers ½ hour before scheduled start time listed on the contract.
- Unless otherwise noted the house usually opens 30 minutes before show start time.
- **AV Technician must be informed of the use of any pyrotechnics, smoke, fog, haze, or strobes before load-in.**
- All Wausau School District students must be out of the building before 10:00 PM on school nights.
- Food, Drinks or Liquids of any kind are not to be taken to or consumed in the Tech Booth, Auditorium, On Stage, or Back Stage Areas. The only exemption is when it constitutes part of a legitimate performance. The only areas exempt from the policy is the Dressing Rooms.
- Any company or act intending to use naked flames/pyrotechnics on stage should notify the Theater Technician two (2) months prior to arrival and subsequent performance. **A person familiar in the use of Fire Extinguishers must be present at the time of use. Fire Extinguishers are situated at both sides of the stage. The same policy applies to the use of inflammable liquids and materials such as straw. In most cases, permission will not be granted.**

- The painting of sets and scenery should be completed prior to arrival at the Auditorium, by prior arrangements some painting may be allowed in the Scene Shop. Painting will not be allowed on stage apart from minor touch ups, and only then if the stage floor is protected
- Any lighting fixtures brought into the Auditorium for use on stage must be complete with safety chain and be within the P.A.T wiring and electrical appliance regulations; this also applies to any portable equipment used in the Auditorium, i.e. P.A. equipment, light fixtures, and any other portable electrical equipment.
- All flats, scenery, drapes, costumes and props etc. must be fireproofed prior to use in the Auditorium.
- The use of aerosol paint sprays must not be used anywhere inside the Wausau East High School.

Load-in facilities

Driveway & Docks

Driveway is at ground and stage level. No truck-trailer level dock is available.
The driveway is 11foot 2 inches wide and 45foot 5 inches long.

Load-in Area

The load-in area also doubles as the theater's scene shop. A 6 foot path from the driveway to the stage will be cleared for the load-in.

Garage Doors

Three garage doors measuring 10 feet wide and 11 feet 11 inches tall will get you on stage from the driveway. The stage garage door is located Up Stage Left.

Carpentry

Seating

Stadium Left	123		
Stadium Center	68		
Stadium Right	143	Stadium Total	334
Left	79		
Left Center	193		
Right Center	193		
Right	<u>79</u>	Main Floor	544
Maximum Seating	878		

Stage Dimensions

Proscenium Width.....	49 ft	11 in
Proscenium Height.....	18 ft	0 in
Apron Width.....	65 ft	0 in
Apron Depth.....	3 ft	11.5 in
Stage height from audience floor.....	2 ft	6 in
Width, wall to wall.....	98 ft	0 in
Width, Centerline to Stage Left.....	30 ft	6 in
Width, Centerline to Stage Right.....	30 ft	6 in
Depth, Curtain line to back wall.....	28 ft	6 in
Depth, Curtain line to last batten.....	23 ft	2 in
Offstage Space, Stage Left.....	23 ft	6 in
Offstage Space, Stage Right.....	14 ft	0 in
Obstructions on Stage Right.....	7'6" x 14' (Acoustical Shell Storage)	
Usable floor area – Stage.....	Approx. 1500 square feet	

Stage Floor

The stage floor is made of oak. The color is Flat Black/Natural Oak Color

- Lagging into the stage floor is prohibited
- “Coking” the floor is prohibited

House Drapery

House Curtain – Green, manually operated from Stage Left, nylon/cotton rope, a lattice track, and dead-hung.

Fire Curtain – The fire curtain is located on the upstage side of the proscenium opening. It is constructed of sealed asbestos and operates in a guillotine fashion by fusible links or by a pull pin located downstage left and downstage right.

Line Set Information

Type

The counterweight system is a hand operated, single purchase, T-track guided system, with the lock rail located Stage Left. Battens are all 2 1/4” outside diameter pipe, 54’ long with seven lift lines spaced 9’ apart.

Line Set Schedule

All Line Sets are not moveable

**Line Set Schedule
Wausau East High School
Auditorium**

SET #	House Hang	Distance from Proscenium
	Wall	0'0"
0	Fire Curtain Main Border	
1	Main Drape	0' 4"
2		
3	1st Electric	2' 0"
4	General Purpose	4' 8"
5	1st Leg	5' 0"
6	General Purpose	6' 0"
7	1st Acoustical Cloud (Shell)	8' 0"
8	2nd Leg	9' 0"
9	1st Border	10' 0"
10	2nd Electric	12' 0"
11	Movie Screen	13' 0"
	Mid Curtain – Traveler	14' 3"
12	General Purpose	15' 4"
13	2nd Acoustical Cloud (Shell)	17' 4"
14	2nd Border	20' 8"
15	3rd Leg	21' 2"
16	3rd Electric	23' 4"
17	General Purpose	24' 0"
18	General Purpose	24' 8"
19	Back Curtain - Traveler	27' 0"
20		
21	Cyclorama	28' 4"
	Wall	30' 0"

Loading Gallery

The loading bridge is located Stage Left and is reached by a stairwell leading to the catwalk. It is on the stage floor with a lot of weight available in various weights.

Lighting

Dimmers

2 Electronic Theatre Control Sensors

Control Console

Electronic Theatre Control Ion with a 2x20 fader wing.

Circuit Distribution

CIRCUIT	AREA CONTROLLED	DIMMERS	LOAD
1 - 34	First Catwalk Strip	34 - 2.4KW	61.2 KW
35 - 40	First Left Box Boom	6 - 2.4 KW	5.4 KW
41 - 46	First Right Box Boom	6 - 2.4 KW	5.4 KW
47 - 52	Second Left Box Boom	6 - 2.4 KW	5.4 KW
53 - 58	Second Right Box Boom	6 - 2.4 KW	5.4 KW
59 - 90	First Stage Electric	32 - 2.4 KW	57.6 KW
91 - 118	Second Stage Electric	28 - 2.4 KW	39.6 KW
119 - 133	Third Stage Electric	15- 2.4 KW	27 KW
134	Catwalk / Electric option	1 - 2.4 KW	1.9 KW
135	Box Boom Option	1 - 2.4 KW	1.9 KW
136 - 137	Left Front Wall Pockets	2 - 2.4 KW	3.8 KW
136 - 137	Right Front Wall Pockets	2 - 2.4 KW	3.8 KW
138 - 139	Left Rear Wall Pocket	2 - 2.4 KW	3.6 KW
138 - 139	Right Rear Wall pocket	2 - 2.4 KW	3.6 KW
140 - 151	Stage Floor Pockets	12 - 2.4 KW	22.8 KW
152 - 154	Rear Acoustical Shell	3 - 2.4 KW	3.6 KW
155 - 157	Front Acoustical Shell	3 - 2.4 KW	3.6 KW
158	Aisle Lights	1 - 2.4 KW	1.3 KW
159 - 160	Wall Sconces	2 - 2.4 KW	3.0 KW
161 - 162	Indirect Track Lights	2 - 2.4 KW	3.0 KW
163 - 181	House Lights (Normal Power)	19 - 2.4 KW	25.0 KW
182 - 192	Spare	11 - 2.4 KW	0.0 KW
193 - 201	House Lights (EM Power)	9 - 2.4 KW	13.5 KW
202 - 204	Stage Work Lights (EM Power)	3 - 2.4 KW	4.5 KW

Equipment Inventory

<u>Quantity</u>	<u>Type</u>	<u>Wattage</u>
12	8" Fresnel ETC	500W
27	Source Four Par ETC	750W lamped with 585W
39	26' Ellipsoidal ETC	750W lamped with 585W
27	19' Ellipsoidal ETC	750W lamped with 585W
7	50' Ellipsoidal ETC	750W lamped with 585W
7	36' Ellipsoidal ETC	750W lamped with 585W
3	Altman Comet Follow Spots	
4	Stage pin 2-fers	
6	Pattern Holders size B	
2	3ft 5-pin DMX Cables	
4	10ft Stage pin extension cable	
9	25ft Stage pin extension cable	

Equipment Inventory (Cont.)

<u>Quantity</u>	<u>Type</u>
1	35ft Stage pin extension cable
5	50ft Stage pin extension cable
4	75ft Stage pin extension cable
2	100ft Stage pin extension cable
2	3ft Male Stage pin to Female Edison extension cable
2	15ft Male Stage pin to Female Edison extension cable
1	20ft Male Stage pin to Female Edison extension cable
1	30ft Male Stage pin to Female Edison extension cable
1	3ft Male Stage pin to Female Twist extension cable
1	2 ft Male Edison to Female Twist extension cable
1	8 ft Male Edison to Female Twist extension cable
1	6 ft Male Edison to Female Stage pin extension cable
3	3ft Male Twist to Female Stage pin extension cable

Video, & Projection Equipment

- 1 White Screen 20' x 30' (Line Set # 11) dead hung
- 1 Christie LX100 Roadrunner, 10,000 ANSI Lumens, LCD Projector

Sound

Wiring

		Front of Stage	
Downstage Right Audio Inputs #21-28 (8) Audio Output #7	Upstage Right Audio Inputs # 19 & 20 Audio Output # 6	Downstage Right Audio Inputs #1-4 (4) Audio Output # 1	Center Downstage Right Audio Inputs # 5-8 (4) Audio Output # 2
Downstage Left MAIN SNAKE Loc. 40 IN 4 Out	Upstage Left Audio Inputs # 17 & 18 Audio Output # 5	Downstage Left Audio Inputs #9-12 (4) Audio Output # 3	Center Downstage Left Audio Inputs #13-16 (4) Audio Output # 4
Scene Shop Audio Input # 45 Audio Output # 20	Black Box Theatre Audio Input #46 Audio Output # 21	Stadium Left Audio Input # 37 Audio Output # 9	Stadium Right Audio Input # 38 Audio Output # 10

Control Location

- The main mixer is located in the Tech Booth.
- The front of house location is in the first two rows of Stadium Center. Front of house location **may not** be available for all shows.

Hearing Assist System

The Auditorium is equipped with a Listen FM System. All seats in the Auditorium are capable of receiving the main audio mix. There are 16 Listen headsets available. The Listen System works on the 72mhz frequency.

Production Communication

Clear Com 2 Channel Base Station WBS670
6 – RS502 Dual Channel Belt-pack
6 – CC85 Single Muff Headsets

Equipment Inventory

Mixing Console

1 - Soundcraft Performer 3

Main Frame Processor

2 – Audio Flex

Playback

2 – CD Players with USB input

Speakers

4 – EV sxA100+	Powered audio monitors w. floor feet
2 – EV	Powered audio monitors
3 – EV Xi-1123 X-Array	Main speakers, downstage of the proscenium arch. Left-Center-Right
1 – EV Xi-1191 A-Array	Subwoofer, located downstage of the proscenium arch

Amplifiers

- 1 – EV P1200 House Front Right
- 1 – EV P1200 House Front Left
- 1 – EV P2000 Left Low-Mid
- 1 – EV P2000 Right Low-Mid
- 1 – EV P3000 Left + Right Sub
- 1 – EV P7100 Control Room Monitors

Microphones

3	Boundary mics	AudioTechnica	ATM87R
4	Boundary mics	Shure	MX391BP/C
4	Miniature Condenser	Crown	CM-31
1	SuperCardioid Condenser	EV	RE 510
2	Cardioid Condenser	AudioTechnica	AT3528
2	Hanging Mic	Shure	MX202 B/S
4	Wireless Mics (HH)	Shure	ULXS4
3	Handheld Mic	Shure	PG 58
2	Handheld Mic	Shure	PG 81
4	Handheld Mic	Shure	Beta 57a
6	Handheld Mic	Shure	Beta 87a
16	Wireless Beltpack/Ear Mic	Shure	QLXD2
2	Wireless Handheld	Shure	QLXD2

Props

Orchestra Equipment

- 40 Wenger Black Student Chairs
- 40 Wenger Red Student Chairs
- 40 Black Band Music Stands
- 40 Black Plastic Music Stands
- 16 Music Stand Lights
- 1 Wenger Instrumental Conductor's Stand

Acoustical Shell

Wenger Diva Shell is stored in the Stage Right off-stage area. Request to use the shell must be made at the time of the reservation. There will be times in which the shell is not available.

Instruments

- 1 Yamaha Concert Grand Piano
- 1 Yamaha Electric Piano

Platforms

- 6 – Wegner 4'x8'
 - Foot levels for platforms at 8" enough for 5 platforms
 - 16" enough for 5 platforms
 - 24" enough for 2 platforms

- 7 – Wegner 4 Tier Choral Risers

Lecterns

- 1 – Large Podium with dimmable reading light and a Shure gooseneck microphone. A document camera is available and VGA (15-Pin) Video input to the video system for Laptops with Power point Presentations
- 2 – Medium Podiums, each with dimmable reading light and a Shure gooseneck microphone. Both Medium podiums are identical from the audience point of view.
- 1 – Small Podium without a reading light or a microphone.

Wardrobe

Dressing Rooms

Dressing rooms are located on the main floor behind the stage. Each of the two 10ft x 10ft Dressing rooms has a toilet and sinks and shares a common make-up room. **No showers are available**

Wardrobe Area - Call for Special Needs

Irons – Call for Special Needs

Ironing Board – Call for Special Needs

Steamers – Call for Special Needs

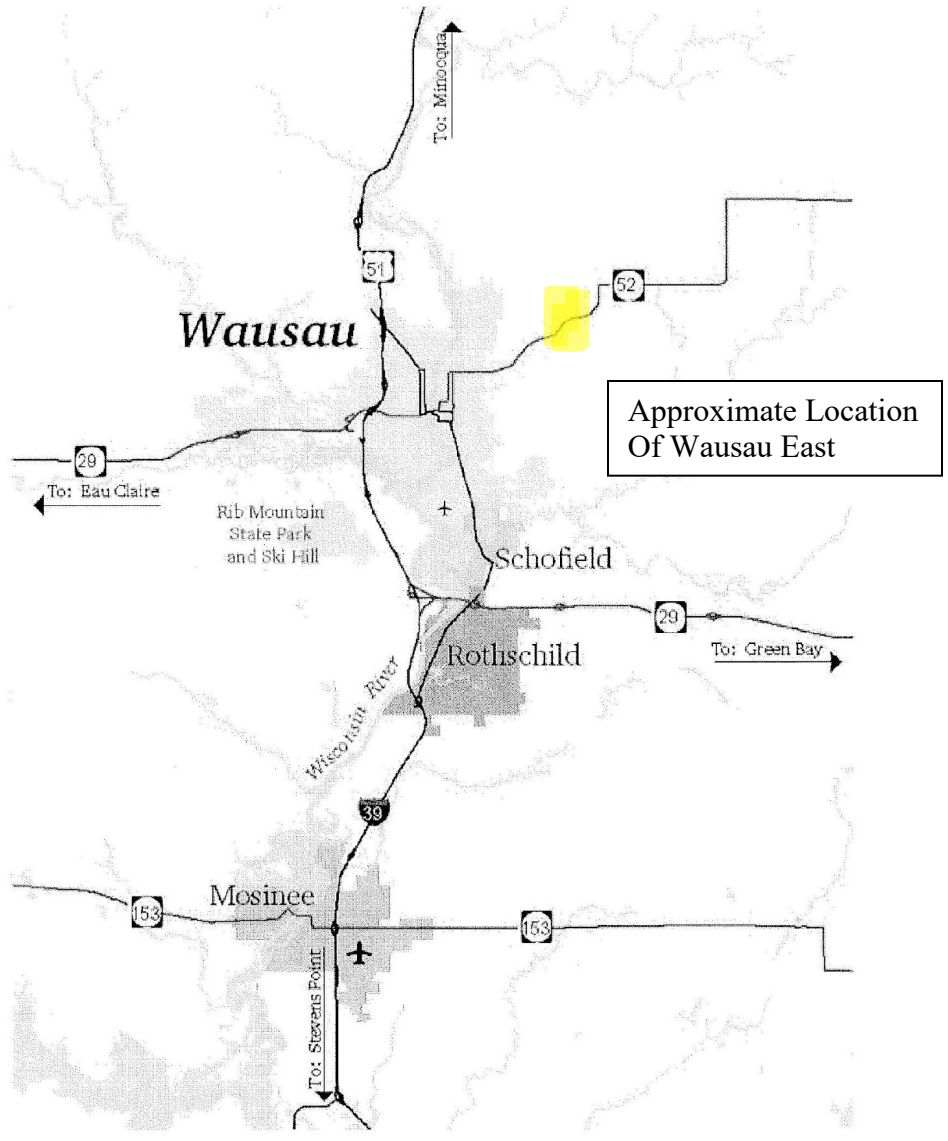
Washer / Dryer - None

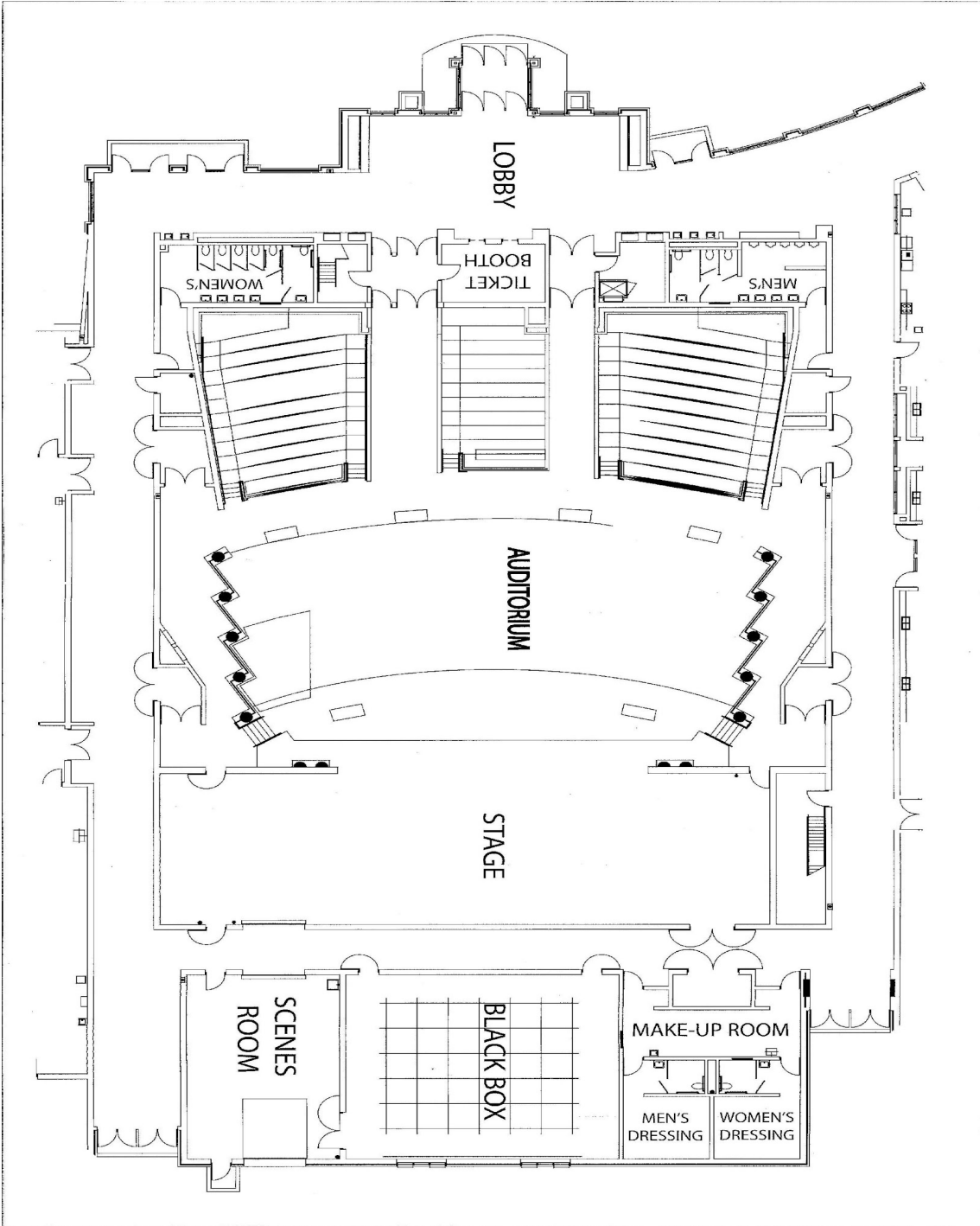
Racks - 4 Collapsible Available

Attachments

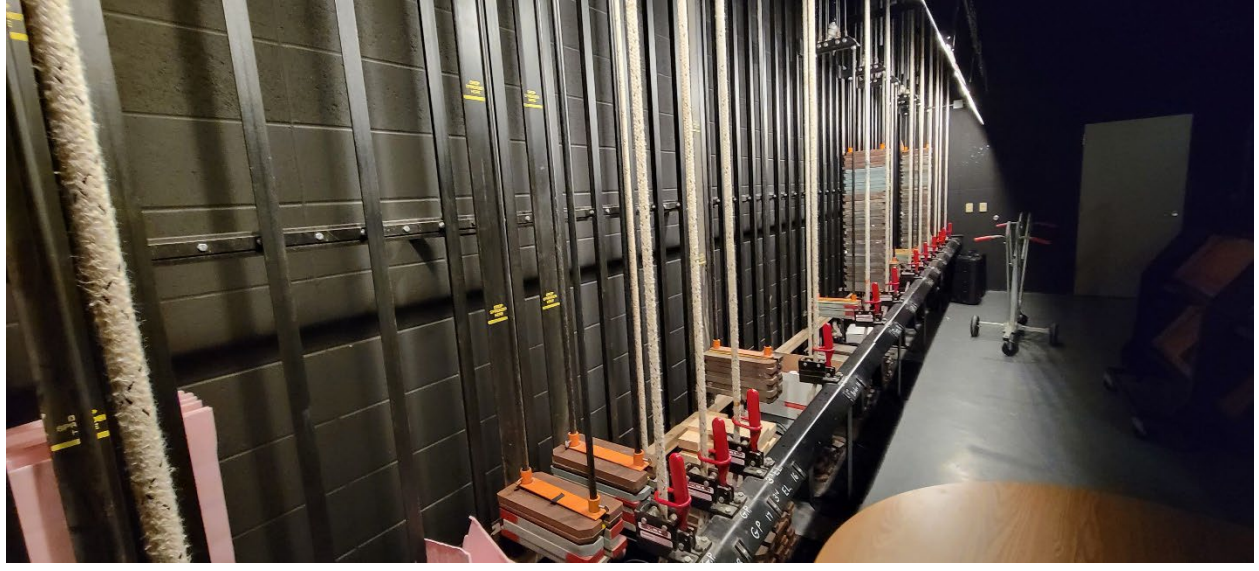
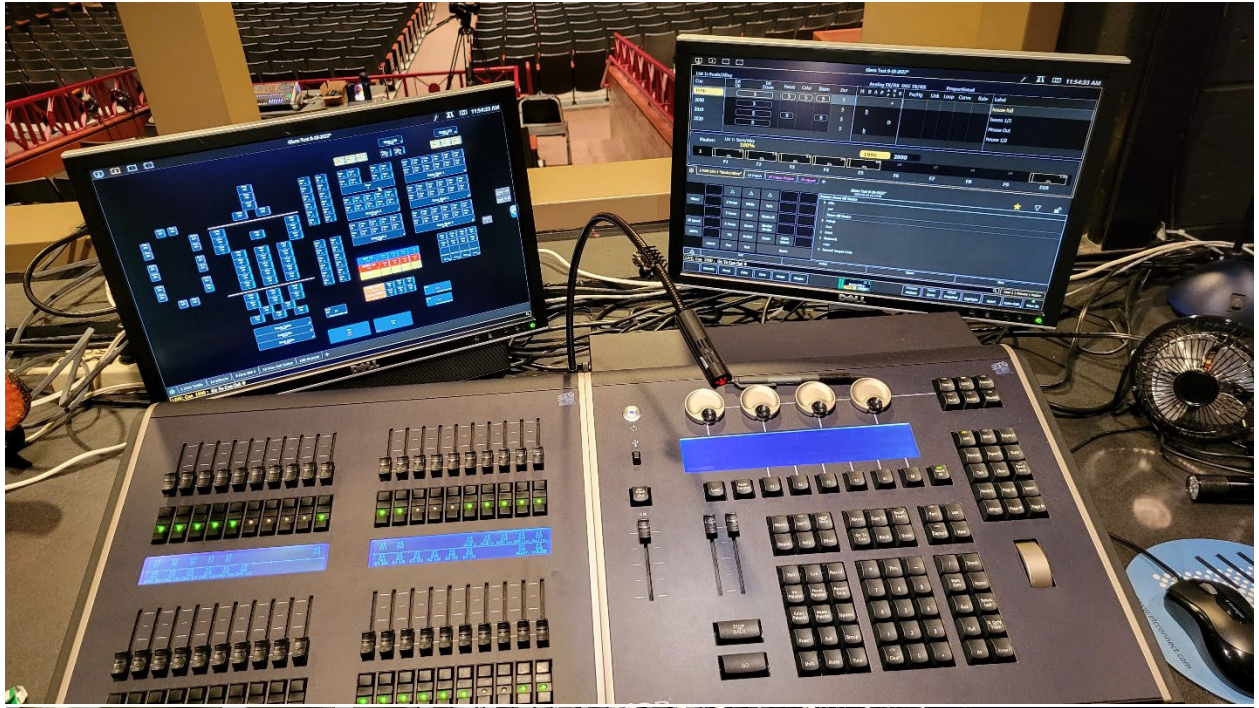


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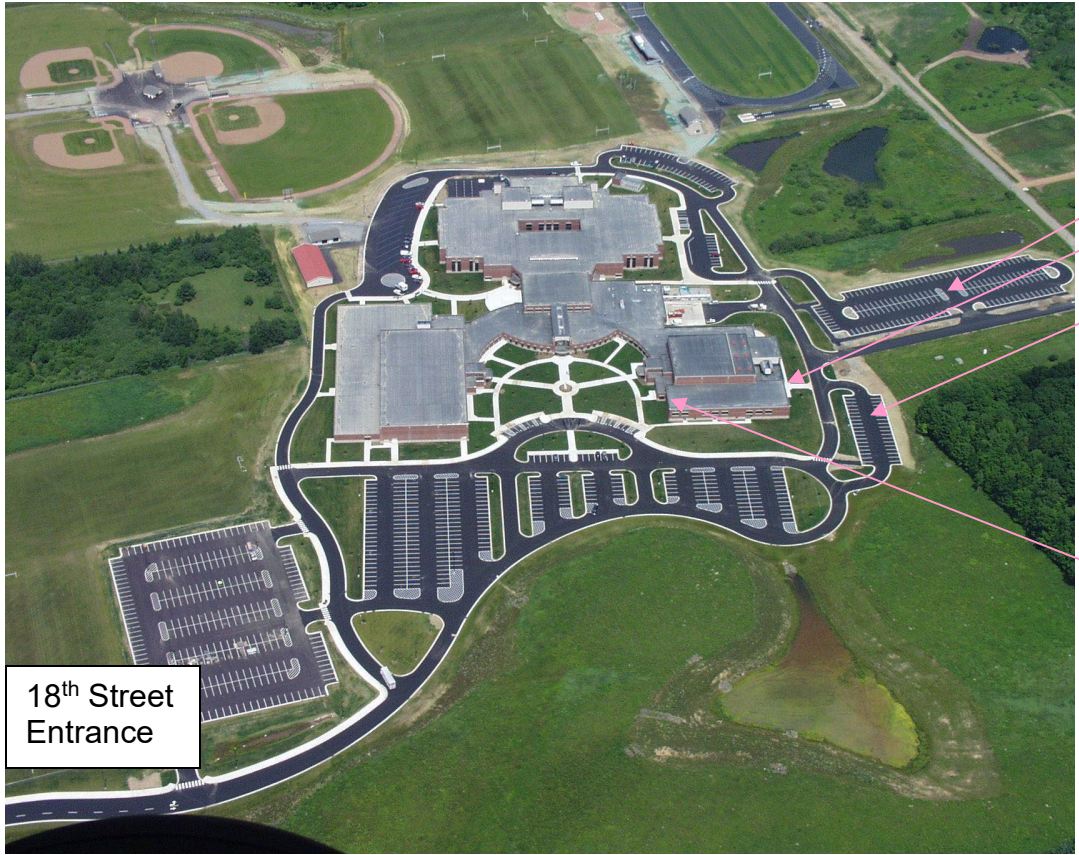
**East Theater Plant
Plan Drawing**







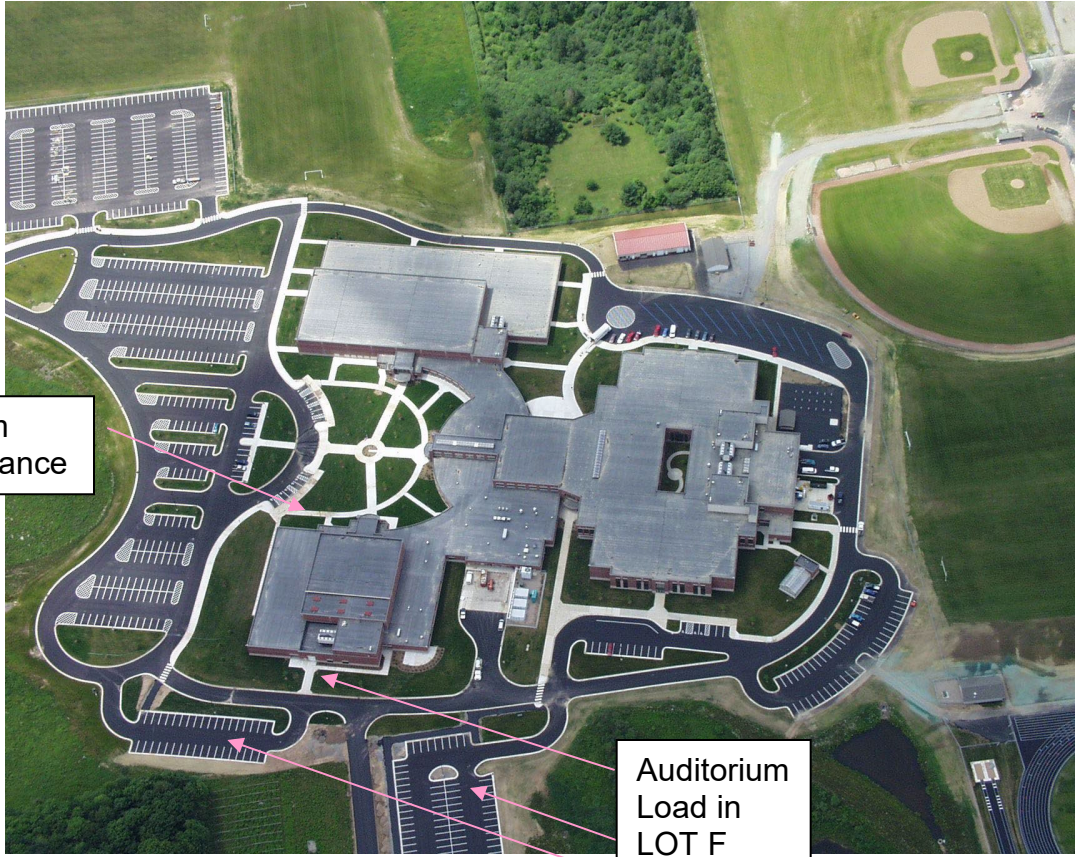




18th Street Entrance

LOT F
Auditorium
Load in
LOT E

Auditorium
Front
Entrance



Auditorium
Front
Entrance

Auditorium
Load in
LOT F
LOT E