Tech Pack

Revised: December 2021

Tarrytown Music Hall
13 Main Street
Tarrytown, NY 10591
Box Office: 877-840-0457
Administrative Offices: 914-631-3390
Fax: 914-517-5927
E-mail: info@tarrytownmusichall.org
Website: www.tarrytownmusichall.org
CONTACT INFORMATION

**Staff**

Executive Director  Bjorn Olsson  914-631-3390 ext 101(w)  
914-661-7222(c)  
bjorn@tarrytownmusichall.org

Theatre Manager  Karina Ringeisen  914-631-3390 ext 102(w)  
914-320-3257(c)  
karina@tarrytownmusichall.org

Director of Production  Megan Corkrum  914-631-3390 ext 107(w)  
mcorkrum@tarrytownmusichall.org

(Advance Contact)

Technical Director  Oscar Portillo  914-631-3390 ext 106(w)  
td@tarrytownmusichall.org

(Day of Show Contact)

**Box Office Information**

914-631-3390 ext 100 (w)

Hours:
4.0 hours before every show
7 days a week reservation orders → 914-233-3856

Fax  914-517-5927

General E-mail  info@tarrytownmusichall.org

**Addresses**

Physical:  The Tarrytown Music Hall  
13 Main Street  
Tarrytown, NY 10591

Mailing:  The Tarrytown Music Hall  
c/o The Friends of the Mozartina  
43 Prospect Ave,  
Tarrytown, NY 10591

(Send contracts, insurance, checks, flyers, posters, **merchandise** here.)
THEATRE SPECIFICATIONS

Seating Capacity
Orchestra 473 seats
Balcony 370 seats
Total 843 seats

Stage Dimensions
Proscenium Width 32'
Proscenium Height 21.5'
Width including wings 63'
Depth 28'
Grid Height 35' (Batons can only fly to 32')

Orchestra Pit
The orchestra pit is located at orchestra level. Platforms can be removed to create a 9' x 28' wide and 8” deep area. A 3'6” high barrier separates the musicians from the audience.

Load-in
The 82”h x 62”w load in door is located at the back house left of the orchestra level off of Kaldenberg Street and is 3 steps above the street. A 14’-6” long x 2’-11” wide ramp is used to load in from the street level to the theater level. From there you proceed down the aisle of the orchestra to the stage ramp. Cases wider than 3’ 2” will not fit down the aisle. The loading dock is for active unloading or loading only. From the loading door to the stage it is 60’. The driver must be with the vehicle at all times. Trucks parked or standing idle at the loading dock will be ticketed or towed by authorities. Due to an agreement between the Music Hall and the Tarrytown police department all trucks and buses with trailers can start unloading at 12pm.

Stage
The stage floor is Masonite over sprung wooden deck, painted black, flat black (Sherman-Williams Emerald). Please note: The stage has an approximately 3% rake from upstage to downstage.

Fly system
The Music Hall has a hemp fly system that is counterweighted by sandbags. This system can only be used by Music Hall approved stage hands. Any rigging or other elements that may need to hang must be pre-approved by technical staff.

Soft goods
(4) 20hx8'w Black Legs
(3) 8hx40'w Black Borders
(2) 22hx22'w Traveler Legs Located US on line 20 on a traveler track
(2) 22hx22'w Traveler Legs Located midstage on line 5 on a traveler track
(2) 22hx22'w Gold Main Curtain (CANNOT BE REMOVED OR MOVED)
(1) 20'hx40w Cyclorama for rent

Dressing rooms
Lower Level
(5) 4-5 person room with mirrors and lights with (2) restrooms
Upper Level
(4) 3-4 Person rooms with mirrors and lights with (1) restroom
(1) 2 stall shower room

Wardrobe
The Music Hall is not equipped with wardrobe equipment or laundry needs. You should plan to supply all wardrobe needs for your show.
(1) iron & (1) ironing board located in shower room
(2) wardrobe rack

Crossovers
(1) crossover area upstage under the last line set, only accessible if the cyc is not used.
(1) crossover area underneath the stage.
LIGHTING

House Lighting
House lights are controlled from two locations: lighting console or in the house. Locations in the house can be disabled during a show to give the lighting console full control.

Stage Lighting
The Music Hall has a full rep plot available for your production. A version of our plots in both .pdf and/or vectorworks format is available upon request.

Power
300 amps 3 phase camlock tails downstage right for Lighting
100 amps 3 phase camlock tails downstage left for Sound
(6) 20amp single phase Edison receptacles SL
(6) 20amp single phase Edison receptacles SR

Dimmers
ETC 96 x 2.4kw dimmer rack

Control
Ion 6000 with a 2x20 fader wing and (2) touch screens
MA Light Series 1

Equipment
(19) Martin Mac Aura Led Wash
(2) Elation Platinum Spot 5R Pro
(12) ETC Source 4 19 degrees 575w
(14) ETC Source 4 26 degrees 575w
(28) ETC Source 4 36 degrees 575w
(4) ETC Source 4 50 degrees 575w
(2) Altman Satellite 575w follow spots
(6) Colorblaze 72 Cyc Lights with troughs

Accessories
(10) B-Size Template Holders

Ladders
(1) 40' fiberglass extension ladder
(1) 12' fiberglass A frame ladder
(1) 8' fiberglass A frame ladder
(1) 6' fiberglass A frame ladder

MISCELLANEOUS

(1) 6”L x 2”W Tech Table
(6) Wenger Versalite 4’ x 8’ platforms with height adjustable legs (16” - 28”) and black skirting
(3) 8’ StageTek Wenger Guardrails for Apron of stage (4’ high).
(45) Music Stands
(17) LED Brite lights for music stands
(6) Bass Stools, 3 black and 3 wood stained
(10) High top tables, 26 ½” in diameter and 40” high
(25) Folding Chairs
(20) 6’ plastic catering tables
(3) 8’ plastic catering tables
(20) 6’ Black table clothes
(1) Lectern
(1) Steinway D Concert Grand Piano for stage use only & for rent
(55) Black Concert Chairs for rent
Marley dance floor (Black)
SOUND

FOH position
The permanent position is located at the back of Orchestra Center, house left, under the balcony. The system runs on a 100 amp circuit.

Audio System Description
Manufacturer Model Quantity Description

House PA System
Manufacturer Model Quantity Description
(5) Meyer M2D per side
(1) Meyer 700HP Sub per side
(3) Meyer MID Front Fills
(1) Meyer Galileo Processor
(2) Meyer UM-1P Stage Monitors

Audio System Components
Manufacturer Model Quantity Description
(1) Midas Venice 320 32 Channel Mixing Console: 24 Mono/4 Stereo
(1) Yamaha M7CL 48 Channel (For rent)
(1) Mackie Mixing Console 12 Channel
(1) Denon DN-620 CD
(2) Ashly 31 band 1/3 Octave EQ
(2) 24 Channel/8 Returns: One SR, One SL from FOH
(1) Yamaha SPX 2000 Effects Unit
(1) DMX 1066 Compressor

Audio Accessories
(2) Countrymen Stereo DI
(2) Wireless Handheld Beta 58
(6) Tall Tripod Booms
(6) Short Tripod Booms
(5) Tall Round Base Booms
(4) Short Round Base Booms
(2) 12 Channel 50' Sub Snakes
(1) 6 Channel 50' Sub Snake

MEDIA
Screens
(1) Fly-in perforated matte screen 14' x 33'
(1) Fly-in front/rear projection screen 9'x15'

Digital projection system (For Rent)
(1) Digital Projection Inc. E-Vison Laser 11000 4K-UHD Projector: 10,500 lumens; 4k-UHD (3840 x 2160) or WQXGA+ (2716 x 1528); HDMI input; two zoom lenses allowing full screen illumination on all formats and all music hall screens.
(1) Yamaha Blu-ray disc player
(1) Toshiba progressive-scan DVD player
Control from front of house lighting / audio position or stage left.

Audio Visual Recording system (For Rent)
(2) Panasonic AW-HE40SK PTZ Camera with HD-SDI Output
(1) Panasonic AW-RP60 Remote Camera Controller
(1) Blackmagic Design ATEM Mini Pro HDMI Live Stream Switcher
PARKING INSTRUCTIONS *aerial pictures available upon request*

When you are driving to the Music Hall if the Venue is on your right-hand side the next street on your right is Kaldenberg Place.

Turn **RIGHT** onto Kaldenberg Place, this is where our loading doors are located. A few feet after you turn onto Kaldenberg there are three stairs leading up to two double doors, these are the loading doors.

A half a block down the street is our parking lot. We are the **MEDIUM** lot next to the blue house **NOT** the driveway right next to the stage door!

Stage Door in relation to the Driveway we do not own.

From our load in doors to the stage.

LOCAL INFORMATION
Emergency Numbers
Tarrytown Police Department: 914-631-5544 or 911
Phelps Memorial Hospital: 914-366-3000
701 North Broadway (Rte 9)
Sleepy Hollow, NY

Airports (In order of proximity)
Westchester County Airport
LaGuardia
JFK
Newark

Hardware
Goldberg Hardware: 914-631-1817
63 Main Street
Home Depot: 914-593-7110
1 Saw Mill River Road
Hawthorne, NY 10532

Laundromat
115 Beekman Ave
Sleepy Hollow NY 10591

Malls & Department Stores
Galleria Mall: 914-682-0111
100 Main Street, White Plains
Palisades Mall: 845-348-1000
1000 Palisades Center Drive, West Nyack
Sam’s Club: 914-592-0023
Rte 9A, Elmsford
Westchester Mall: 914-683-8600
125 Westchester Avenue, White Plains

Office Supplies
Staples, The Office Store (10 minutes drive)
339 Tarrytown Road, Elmsford, NY
914-345-9401

Pharmacies
CVS
51 North Broadway
Store phone: 914-631-6330
Pharmacy Phone: 914-631-7266
Walgreens:
134 Wildey Street
Phone: 914-332-0502

Post Offices
Tarrytown Post Office
50 North Broadway
Mon - Fri, 8am - 5pm
Sat, 9am - 1pm
The UPS Store
455 Tarrytown Rd
White Plains NY
Mon – Sat, 8AM – 6PM
FedEx Ship Center
404 Fieldrest Dr
Elmsford, NY
Mon – Fri, 9AM – 8PM, Sat 9AM – 5PM

Printing & Poster Making
Staples, The Office Store (10 minutes drive):
339 Tarrytown Road, Elmsford, NY
914-345-9401

Urgent Care
Northwell Health / GoHealth
650 White Plains Rd
Tarrytown, NY 10591