

M A R K M O R R I S



D A N C E G R O U P

## MMDG REPERTORY

### SAMPLE TECHNICAL RIDER

**DISCLAIMER:**

Please note that these are **SAMPLE riders** for informational and prospective purposes only. Each rider summarizes the typical technical production requirements for specific dance performances.

A venue-specific rider is issued once all details regarding dates, program, production needs, presenter's facility and other variables have been determined.

For more information please contact:

Johan Henckens, Technical Director, [johan@mmdg.org](mailto:johan@mmdg.org)

Huong Hoang, General Manager, [huong@mmdg.org](mailto:huong@mmdg.org)

# TECHNICAL RIDER

## Addendum to agreement

Between:

DISCALCED, Inc. dba Mark Morris Dance Group  
3 Lafayette Avenue  
Brooklyn, NY 11217

Herein called "MMDG" (Mark Morris Dance Group)

and

Herein called "PRESENTER".

**THIS ADDENDUM IS PART AND PARCEL OF THE AGREEMENT AND SUPERSEDES ALL OTHER ADDENDA.**

**This addendum is divided by department for easy distribution.**

**PRESENTER is required to sign each individual page.**

**All equipment, materials, personnel, supplies and any other goods and/or labor in this addendum will be provided by PRESENTER and at PRESENTER'S expense.**

**Please provide us with your contact information.**

**Presenting Organization**

Name: .....

Contact person: .....

Phone: .....

Fax: .....

Email: .....

Mailing address: .....

.....

Address for FedEx / UPS deliveries: .....

.....

**Venue**

Name: .....

Address: .....

.....

Loading dock address: .....

.....

**Production Manager / Technical Director / technical liaison handling this performance:**

Name: .....

Phone: .....

Fax: .....

Email: .....

Estimates only - do not use

## STAGE / STAGE DECK / FLOOR

### STAGE

PRESENTER will provide detailed and up-to-date technical information about PRESENTER'S venue. This information will include all relevant measurements and dimensions for the stage area and orchestra pit as well as at least one set of ½ inch or ¼ inch scale floor plans and sections.

#### Minimum dimensions.

Minimum danceable space will be 40 feet (12 meters) wide by 32 feet (9,50 meters) deep. Wing space will be minimum 20 feet (6 meters) on each side of the danceable space.

A crossover of minimum 3 feet (0,90 meters) wide is required. This cross-over will be upstage of the last pipe in use for MMDG'S production or upstage of the cyc lights black out drop, or through an existing upstage hallway.

#### Maximum dimensions.

The distance between Stage Right and Stage Left masking will not exceed 46 feet (14 meters).

The distance between Stage Right and Stage Left masking will be the same for all wings.

The depth of each wing (width of black legs) will not exceed 14 feet (4,00 meters).

Danceable space is the space bordered by downstage set of black legs, upstage black scrim or back drop and Stage Left and Stage Right black legs.

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**STAGE / STAGE DECK / FLOOR (continued)**

**DECK / STAGE SURFACE**

Presenter will, at own expense, provide and install a portable sprung dance deck. This deck will be specifically suited for modern dance/ballet and will be installed on top of the existing stage BEFORE MMDG'S load-in. Said deck will cover AT LEAST an area equivalent to the surface bordered by plaster line, upstage black scrim or back drop and Stage Left and Stage Right black masking. PRESENTER'S black Marley-type dance floor will be installed on top of the portable deck.

**MMDG WILL NOT PERFORM ON A NON-RESILIENT SURFACE.**

All holes or cracks are to be filled with wood or cork. The floor must be smooth, level and even.

**DANCE FLOOR**

A floor covering is required and must be supplied and installed by PRESENTER before MMDG'S first focus call. The floor covering must be BLACK MARLEY OR EQUIVALENT BLACK FLOOR COVERING. The lanes will run from wing to wing (and not from upstage to downstage) Sufficient tape for installation and maintenance of the floor is required. The floor covering must cover all of the danceable space. All wing space is preferably covered with the same material. Black vinyl or carpet is acceptable. The floor covering must be rosin-free.

**The floor as well as all wing space and cross-over must be thoroughly swept and mopped before each stage rehearsal and performance by employees of PRESENTER at the discretion of MMDG'S Stage Manager.**

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PRESENTER

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MASKING

MASKING

PRESENTER agrees to provide soft goods as listed hereunder;

five pairs of black velour or black duvetyne legs  
five black velour or black duvetyne borders (with pipe pocket and bottom pipe)  
one seamless black scrim  
one seamless white muslin or plastic cyclorama drop  
one white or light grey bounce cloth  
one blackout drop  
all bottom pipe for cyclorama, scrim.

All soft goods will be in excellent shape, free of holes, patches, stains and dust.

Position of all soft goods will be indicated on MMDG'S light plot.

All legs will be hung with a hard edge (no return on the onstage side)

**ALL SOFTGOODS ARE TO BE PREHUNG PRIOR TO ARRIVAL OF MMDG'S TECHNICAL STAFF.**

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PRESENTER

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DISCALCED, Inc.

CLASS/REHEARSAL

DANCER WARM UP

The stage on which the performance is to be given will be needed, clean and dry, one hour prior to each performance together with barres for eighteen dancers (a minimum of 6 8-foot barres or 6 10-foot barres or 5 12-foot barres).

DANCER CLASS / REHEARSAL

A studio equipped with piano and cassette tape deck with amplifier and speakers (boom box is acceptable) will be needed for a minimum of six hours on each day that MMDG is in residence in PRESENTER'S city. This studio will be used for daily class and rehearsal and must be equipped with barres for eighteen dancers. The studio deck must conform to the same resiliency requirements of the stage and must be covered with rosin-free Marley or equivalent.

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PRESENTER

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DISCALCED, Inc.

## LIGHTING

### LIGHT PLOT

MMDG'S Lighting Supervisor will provide, after receipt of detailed technical information, a light plot specific to PRESENTER'S venue.

### EQUIPMENT

PRESENTER agrees to provide lighting equipment in working order as indicated on MMDG'S light plot.  
PRESENTER agrees to provide all color media.

**A sample light plot for MMDG's performances can be viewed and/or downloaded from [www.mmdg.info](http://www.mmdg.info)**

**The purpose of this sample plot is to show you the basis upon which our lighting designs are built. The plot you'll receive may deviate depending on the specific program for your venue.**

### EQUIPMENT PREPARATION

PRESENTER will appoint, provide and pay for a supervising electrician responsible for all preparation work (i.e. cabling, shop prep, pre-building,)

**ALL LIGHTING EQUIPMENT IS TO BE PREHUNG PRIOR TO ARRIVAL OF MMDG'S TECHNICAL STAFF.**

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PRESENTER

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DISCALCED, Inc.



## LIGHTING (continued)

### FOCUS / CUEING

PRESENTER will provide a ladder, lift or tower tall enough to focus lights hung on trimmed pipes. PRESENTER will provide two stepladders to focus lights and change gels on booms.

Rehearsal and performance position of the lighting board must be in an area in the theater which allows the board operator open and direct visual access to the stage.

PRESENTER will provide a table or equivalent for MMDG'S Lighting Supervisor. This table must be equipped with a desk lamp, headset communications and channel monitors.

It is required that the console outputs all screens to the monitors at the Lighting Supervisor's position in the house, including but not limited to the cue sheet, channel levels, fader status and blind displays.

**Presenter will provide light board operators who have extensive experience with the light board used for this production, as well as thorough knowledge of its functions.**

**PLEASE DO NOT SCHEDULE PIANO TUNINGS DURING FOCUS CALLS**

### SAFETY

All deck instruments must be cabled in the safest possible way. Loose cables must be taped to the deck.

PRESENTER must light all wing space as well as crossover sufficiently to make dancer travel safe but without interfering with the show lights.

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PRESENTER

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DISCALCED, Inc.

## SOUND

PRESENTER agrees to provide sound equipment in working order as listed in PRESENTER'S sound equipment inventory and, in addition to PRESENTER'S sound equipment inventory, all equipment listed hereunder. PRESENTER agrees to notify MMDG'S Technical Director before signing of the agreement about modifications to or inaccurate sound equipment inventory.

MMDG'S minimum requirements are;

16- 32 channel console  
Graphic EQ's on all main speaker zones and monitors  
Four channels compression  
Four monitors on stage (paired upstage and downstage)  
Two CD players  
One minidisc recorder  
Professional Reverb Efx processor

### **Stage monitoring system;**

Monitors setup behind the 1<sup>st</sup> and 3<sup>rd</sup> light boom positions on stage left, 2<sup>nd</sup> and 4<sup>th</sup> boom positions on stage right. Cables should not be run on the deck unless absolutely necessary. Cables should be dropped from fly gallery or grid.

### **Microphones**

MMDG will travel with all microphones.

### **Microphone stands**

MMDG will communicate required quantities and types of microphone stands once the final program has been determined. (at least 8 microphone stands of various sizes and with adjustable booms)

### **Cabling**

All cables required to connect signal-processing, microphones, front-of-house system, stage monitors.

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SOUND (Continued)

**ALL SOUND EQUIPMENT IS TO BE PRESET PRIOR TO ARRIVAL OF MMDG'S TECHNICAL STAFF as specified below:**

Monitors sent pre-fader from two auxes through EQ and compressor. 1st aux to control the upstage pair of monitors. 2<sup>nd</sup> aux to control the downstage pair.

Efx Processor sent post-fader from 1 mono aux, returned into regular channels

Two channels of compression patched into main L/R output

One pre-fader mono aux fed to minidisc record

One microphone line run to the tech table with a tall boom stand for rehearsal/run through.

Announcement mic on a straight stand at the Stage Manager's position

If there is a post-show talk/Q&A, a microphone with cable of sufficient length to reach downstage center or a wireless microphone is required. Please ensure enough cable is also attached to the Stage Manager's announce mic to act as a backup.

Rehearsal and performance position of the sound console must be in an area in the theater, which allows MMDG's Sound Supervisor open and direct visual and auditory access to the stage.

MMDG's Sound Supervisor will operate the console.

MMDG'S Management will comply with all local laws and regulations but will have control over performance sound levels

SAFETY

All deck equipment must be cabled in the safest possible way. Loose cables must be taped to the deck. Cables should not be run on the deck unless absolutely necessary. Monitor cables should be dropped from fly gallery or grid.

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PRESENTER

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DISCALCED, Inc.

## LIVE MUSIC REQUIREMENTS

MMDG performs to live music exclusively. The live music is an integral part of any MMDG artistic production and the accommodation of MMDG'S musicians during any performance is deemed extremely important.

### ORCHESTRA PIT

The Orchestra Pit will be large enough to accommodate the various setups for MMDG'S production simultaneously. Setups and/or changeovers as well as pit level changes during intermissions may be necessary.

The performance area of the orchestra pit will be at a level where MMDG'S musicians have direct visual access to the stage.

For acoustical reasons and because of the interaction between performers in the pit and on stage, MMDG is not able to use any part of the pit extending underneath the apron or stage.

The floor of the orchestra pit should NOT be covered with carpet.

PRESENTER will provide, at PRESENTER'S expense, a tuner for piano at MMDG'S discretion. The piano will be tuned during the lunch or dinner break on the day of MMDG'S performance.

### **PLEASE DO NOT SCHEDULE PIANO TUNINGS DURING FOCUS CALLS**

### EQUIPMENT

PRESENTER will provide all necessary risers and platforms for MMDG'S musical production. MMDG will provide a detailed pit layout of PRESENTER'S venue after details and dimensions on PRESENTER'S orchestra pit have been received.

PRESENTER will also provide the following equipment in excellent shape and working order;

six straight backed chairs without armrests  
height adjustable piano bench  
six height adjustable music stands.  
ten working music stand lights with working bulbs.  
\* bulbs should be incandescent and will be hooked up to a dimmed circuit  
**concert grand piano** in excellent condition (preferably Steinway - list sizes if more than one is available)  
**Upright pianos are absolutely NOT acceptable.**  
all hookups, cables and dimmers for music stands.  
sufficient spare bulbs for music stand lights.

Please review and fill out the "pit questionnaire" on the following pages.

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PRESENTER

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DISCALCED, Inc.

ORCHESTRA PIT INFORMATION SHEET

Notes:

For a typical MMDG performance the ideal level of the orchestra pit is at house level, or one to two step heights (8 to 16 inches) below house level. This level is mainly determined by the height difference between the stage and house levels, the program (which determines the positions of the musicians (standing, sitting) and the audience's line of sight. The musicians would enter and exit the orchestra pit from the front-of-house and part of the pit rail (if any is present) is usually removed for this purpose. The final pit level is normally determined after arrival of MMDG'S road crew at PRESENTER'S venue, as part of the load-in.

Questions about your orchestra pit:

Does your orchestra pit move?  yes  no

If so, can it be used:  at any level?  at preset levels only?

Are different pit sizes available ?  yes  no

If so, specify;

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.....  
.....  
.....  
.....

If your orchestra pit does not move: what fixed heights are available?

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Can part of the orchestra pit rail be removed in order to create access from the front-of-house?

.....

Does the orchestra pit have fixed carpeting installed?

.....

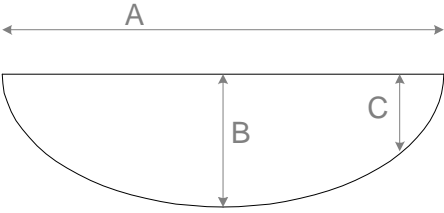
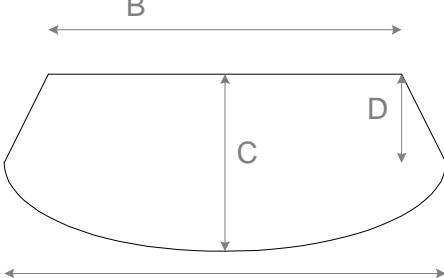
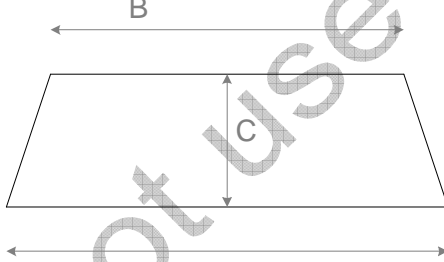
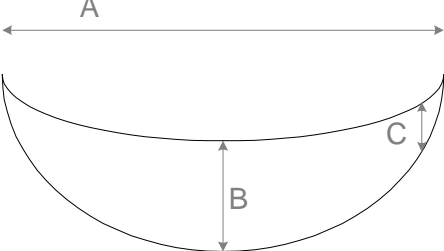
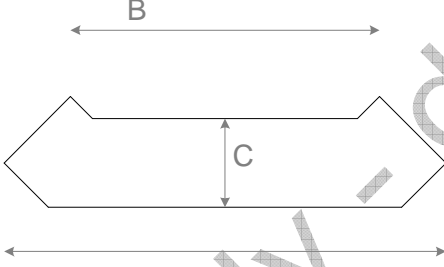
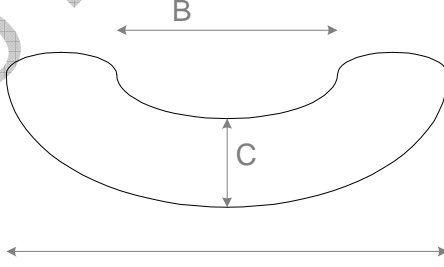
What is the height difference between house and stage levels?

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Please continue this questionnaire on the next page

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PRESENTER

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DISCALCED, Inc.

 <p style="text-align: right;">1</p>	 <p style="text-align: right;">2</p>	 <p style="text-align: right;">3</p>	
 <p style="text-align: right;">4</p>	 <p style="text-align: right;">5</p>	 <p style="text-align: right;">6</p>	
<p style="text-align: right;">7</p>			<p>Please indicate which pit shape resembles the shape of the pit at your venue the most OR draw your own shape (7). Please also indicate the approximate dimensions.</p> <p>Pit shape # .....</p> <p>Dimensions: A = ..... B = ..... C = ..... D = .....</p> <p><b>Additional Remarks:</b></p>

## COMMUNICATIONS

PRESENTER will provide a two-way headset intercom communication system (wired or wireless) in working order at the positions listed below; All positions should be on the same channel.

During tech calls and rehearsals:

MMDG Stage Manager (both Downstage Left and Downstage Right)  
Lighting Board Operator  
Sound Mixing Position  
MMDG Lighting Supervisor (at tech table in house)  
Deck electricians

During performances:

MMDG Stage Manager (both Downstage Left and Downstage Right)  
Lighting Board Operator  
Sound Mixing position  
Deck Electricians  
House Curtain position

Presenter will provide a one-way paging system enabling MMDG'S Stage Manager to page all dressing rooms and/or other spaces in use by MMDG at PRESENTER'S venue.

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PRESENTER

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DISCALCED, Inc.

## WARDROBE

PRESENTER must provide Dance Group with a separate space or room for wardrobe purposes.

This space must be equipped with:

- hot and cold water
- a mirror
- two 110V/15A wall outlets.
- iron
- ironing board
- sewing machine
- steamer
- racks and a sufficient supply of hangers
- washing machine
- dryer
- large table
- minimum two chairs

All washers and dryers will be appropriately hooked up to water supply and drain and will be in working order.

All washers and dryers will be available at MMDG'S wardrobe supervisor's discretion.

All irons, steamers and other equipment will be in working order and available at MMDG'S Wardrobe Supervisor's discretion.

The wardrobe area will be as close to the dressing room area as possible.

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PRESENTER

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DISCALCED, Inc.



## CREW REQUIREMENTS

### STAGEHANDS

PRESENTER must provide sufficient local technical crew who are capable and have the authority to use, set up, relocate and operate all stage infrastructure and equipment, lighting equipment, switchboards, and other materials pertinent to MMDG'S performance(s).

An agent of PRESENTER to assist MMDG'S Technical Director must be present at all times.  
The agent must have sufficient authority to make decisions and/or act on behalf of PRESENTER.

Numbers of crew required in each department are listed in the technical schedule and should be viewed as a guideline to what the production requires.

The crew numbers listed in the production schedule are numbers required to load-in, setup, run and load-out MMDG'S production in good order.

**DO NOT USE THESE NUMBERS FOR BUDGET PURPOSES** unless they equal or exceed the numbers required by local union regulations or unless union regulations are not applicable.

### RUNNING CREW

Unless local regulations require higher numbers, the running crew **minimum** is:

- one light board operator.
- one sound person.
- two deck electricians for color changes during pause(s) and intermission(s).
- one curtain position (or more, if required).
- one wardrobe person/dresser.
- one person in orchestra pit (if required by local regulations)
- one props person.

**THE SAME CREW SHALL WORK REHEARSAL(S) AND PERFORMANCE(S).**

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PRESENTER

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DISCALCED, Inc.

**PRODUCTION SCHEDULE – ESTIMATES ONLY – DO NOT USE**

DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7
pre-hang lights, Softgoods, install dance floor before MMDG Staff arrival	<u>2pm-6pm</u> load-in MMDG's equipment (if any)  focus sound setup orchestra pit setup dressing room assignments	<u>9am-1pm</u>  cueing focus notes wardrobe unpack & prep clean stage  <u>11:00am-1pm</u> sound check		<u>9am-1pm</u>  wardrobe prep  piano tuning  <u>12pm-1:30pm</u>  class on stage		
pre-hang lights, Softgoods, install dance floor before MMDG Staff arrival	<u>2pm-6pm</u>  focus sound setup orchestra pit setup dressing room assignments	<u>2pm-6pm</u>  cueing wardrobe prep  <u>2pm-3:30pm</u>  class on stage  <u>3:30pm-6pm</u>  rehearsal with tech, musicians, dancers	<u>2pm-6pm</u>  wardrobe prep  piano tuning  <u>5pm-6:30pm</u>  class on stage	<u>2pm-3pm</u>  preset lamp/dimmer check  <u>3pm</u>  PERFORMANCE 3		
pre-hang lights, Softgoods, install dance floor before MMDG Staff arrival	<u>7pm-11pm</u>  focus	<u>6pm-7pm</u> piano tuning  <u>7pm-8pm</u> preset lamp/dimmer check  <u>8pm</u> PERFORMANCE 1	<u>7pm-8pm</u>  preset lamp/dimmer check  <u>8pm</u>  PERFORMANCE 2	<u>After show</u>  Wardrobe Pack Load-out		
		<u>After show</u> Wardrobe maint.	<u>After show</u> Wardrobe maint.			

PRESENTER

DISCALCED, Inc.

**CREW REQUIREMENTS - ESTIMATES ONLY – DO NOT USE**

DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7
to be determined by presenter	<u>9am-1pm</u> light board operator 2 fly persons 2 deck carpenters full focus crew pit crew 1 sound person	<u>9am-1pm</u> light board operator 2 fly persons 2 deck carpenters full focus crew 1 wardrobe person 1 sound person		<u>10am-2pm</u> 1 wardrobe person		
to be determined by presenter	<u>2pm-6pm</u> light board operator 2 fly persons 2 deck carpenters full focus crew pit crew 1 sound person	<u>2pm-6pm</u> light board operator 2 deck electricians Curtain position 1 wardrobe person 1 sound person 1 pit person	<u>2pm-6pm</u> 1 wardrobe person	<u>2pm-end</u> light board operator 2 deck electricians Curtain position 1 wardrobe person 1 sound person 1 pit person		
to be determined by presenter	<u>7pm-11pm</u> light board operator 2 fly persons 2 deck carpenters full focus crew	<u>7pm-end</u> light board operator 2 deck electricians Curtain position 1 wardrobe person 1 sound person 1 pit person	<u>7pm-end</u> light board operator 2 deck electricians Curtain position 1 wardrobe person 1 sound person 1 pit person	<u>After show</u> 1 wardrobe person load-out crew		
		<u>After show</u> 1 wardrobe person	<u>After show</u> 1 wardrobe person			

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PRESENTER

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DISCALCED, Inc.

## DRESSING ROOMS

PRESENTER must provide MMDG with:

- dressing rooms sufficiently large for use by eighteen individual dancers simultaneously.
- dressing rooms sufficiently large for use by five male musicians simultaneously.
- dressing rooms sufficiently large for use by five female musicians simultaneously.
- two soloist dressing rooms.

All dancer and soloist dressing rooms must be equipped with racks for hanging costumes and sufficient lighting, tables, **individual** chairs and mirrors for the performers to apply make-up.

All other dressing rooms must be equipped with racks for hanging clothing and sufficient lighting, tables, chairs and mirrors for the performers to prepare for the show.

A sufficient supply of facial tissue (Kleenex) must be in each dressing room at all times.

The dressing room area must be equipped with at least four showers with hot water.

The dressing rooms must be in an area of the theater separate and apart from the public's view and access.

All dressing rooms as well as to all other rooms occupied by MMDG must have doors with locks.

All dressing rooms will be free of clothing, equipment, tools, etc. not belonging to MMDG'S production.

MMDG will have **EXCLUSIVE USE** of all assigned dressing rooms from the morning of the first on-stage rehearsal through one hour after the end of the last performance.

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PRESENTER

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DISCALCED, Inc.

HOSPITALITY

PRESENTER will provide a buffet for MMDG'S employees on the day of MMDG'S first performance.  
For details see clause #11 in the contract to which this rider is an addendum.

A freezer containing sufficient quantities of ice (no ice packs) must be made available to the dancers at all times that MMDG is in the theater or studio.

Fresh bottled water and paper or plastic cups must be provided in the wings (stage left and stage right).

A sufficient supply of facial tissue (Kleenex) must be provided on both sides of the stage as well as in all dressing rooms at all times that performers are at PRESENTER'S venue.

Rest room facilities supplied with toilet paper and hand towels for the performers must be in an area of the theater separate and apart from both public viewing and use.

The stage area, dressing rooms, rehearsal rooms and all other areas occupied by MMDG must be heated or cooled to 70-72 degrees F during all rehearsals, classes and performances.

Rehearsal room, dressing rooms, hallways, stage, and all other areas occupied by MMDG must be clean and free of all debris as the dancers rehearse and perform barefooted.

PRESENTER must provide a separate room or area equipped with electricity, a telephone and an analog telephone line for MMDG'S Management and Staff.

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PRESENTER

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DISCALCED, Inc.

MISCELLANEOUS

SECURITY

PRESENTER will control all accesses to the areas occupied by MMDG and limit the presence of PRESENTER'S employees and any other people in these areas to those strictly needed for running rehearsals and/or performances in good order. At no time will patrons, guests and any other people not related to MMDG'S production be allowed on stage or in any other area occupied by MMDG unless accompanied by or upon agreement with MMDG'S Management.

DANCE GROUP'S TECHNICAL DIRECTOR

Johan Henckens Phone 718-624-8400 Fax 718-624-8900 email johan@mmdg.org

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PRESENTER

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DISCALCED, Inc.  
MARK MORRIS DANCE GROUP  
3 Lafayette Avenue  
Brooklyn, NY 11217  
Phone 718-624-8400  
Fax 718-624-8900