

THE TANK

THEATER ARTIST INFORMATION PACKET

About the Tank's Theater program

The Tank's curated theater program provides free performance space, access to our sound and lighting packages, and box office services. We also provide microphones, a digital projector, amps, online ticketing through Brown Paper Tickets and modest publicity support. This program has allowed many emerging artists and small theater companies to realize their artistic vision. We accept applications from artists all over the world.

This packet

Please review this packet for more information about our spaces and about working at The Tank. If you have specific questions about The Tank's spaces or equipment please email trey@thetanknyc.org. To submit an application, please download our Theater Artist Application from our website (<http://www.thetanknyc.org/info/artists/theater/TankTheaterArtistApp.doc>) and email the completed document along with your work sample to theater@thetanknyc.org or puppetry@thetanknyc.org.

Spaces

The Downstairs Space is a theater with partially flexible seating. The raised stage measures 21.2' W x 23' D x 16.6' H. It can seat up to 99. There are entrances upstage right and left. There are no wings and limited backstage space. The theatre has a repertory light plot and a complete sound system. The light board is an ETC Express 48/96. There is a fully functional house PA system with 12 XLR inputs, iPod or computer hookups, CD player, and DVD player. A projector is available by request. Theater productions must work within the Tank's repertory lighting plot to light their show. There is a backstage crossover. The dressing room is accessible through the backstage and is two flights up.

The Upstairs Space is a fixed seating performance space with raked seating. The dimensions of the proscenium stage are Proscenium stage are 21' W x 11' D x 12' high. It seats up to 47. The theatre has a repertory light plot and a complete sound system. The light board is an ETC Expression. The upstairs theater has CD, iPod, and computer audio playback functionality. Theater productions must work within the Tank's repertory lighting plot to light their show. There is a backstage crossover. A dressing room is available.

Included

Pre-installed Sound Package
Repertory Lighting Plot
4 Complimentary hours of tech time
Additional tech or rehearsal time available at a rate of \$20 an hour
Box Office & FOH Management
Placement on The Tank's website
Dressing Rooms

Upon Request (no extra cost, as available)

One technician to help run show
Use of digital video projector
Microphones, two amps (guitar and bass)
Free online ticketing through Brown Paper Tickets

Financial Terms

Rather than charge for space rental, The Tank takes the first ten tickets or a minimum of \$100 per performance, whichever is greater, and the remaining profit is split with the artist 50/50. Artists set their ticket price, anywhere in the range of \$5-\$15.

Rehearsal Rental

Rehearsal time is available Monday through Friday from 10:30 am to 6:00 pm, as availability allows. Evenings and weekends may be available on a last minute basis—check with The Tank no more than one week ahead of time.

POLICIES ON THE USE OF THE TANK FACILITIES

Artists are required to follow the rules and regulations governing the use of our spaces outlined below. These guidelines have been established to preserve your safety and the security of The Tank's property. The Tank retains the right to change these rules at any time without notice, or establish additional rules or guidelines if necessary for a specific event. Your cooperation is necessary to keep things running smoothly before, during and after your event.

Performance and Load-in/load-out Schedule

The Tank presents a 7:30 and a 9:30 show every night. Early shows will have more time to load-in and prepare but will be required to strike and load out quickly (by 9:00). Late shows will have very short load-in time but more leeway on load out. The Tank closes at 12:00 am. All performances are required to wrap up by midnight, unless other arrangements have been made in advance. Please communicate with your curator as clearly and as far in advance as possible, regarding your load-in/load-out needs.

Technical Requirements

See the above descriptions technical specifications of The Tank's performance spaces. Artists may not re-hang, re-focus, or re-gel the instruments. The Tank does not have storage space for productions. All scenery, costumes, and other equipment are required to be struck at the end of every rehearsal and performance.

Technical staff is sometimes available to attend tech rehearsals for a nominal fee—please schedule two weeks in advance of your rehearsal. Technical staff who do not attend rehearsals will be able to offer only limited assistance at your performance — you are encouraged to provide your own sound and light techs for any complicated cues.

Marketing

The Tank sends out press releases for all programming events. Shows are listed on The Tank's website and email blast notifications are sent out weekly to The Tank's listserv (approx. 4,500 recipients). In addition, information will be included on the Tank weekly newsletter. Promotional information is due no later than 3 weeks before your performance date. Information will be accepted as soon as your show is booked—the sooner we get it, the sooner we can start promoting your show!

Artists are expected to do their own marketing as well. Artists should not rely on Tank publicity alone to fill the seats. The Tank does not print or pay for promotional materials. However, upon request, we will submit postcard, poster, or other print designs on your behalf to our printer, Paper Slam, who will print them for us at a tax-free, non-profit rate. All promotional materials (physical and online) must list The Tank as the venue for your performance.

Insurance

The Tank carries Volunteer Accident Insurance and names Actors Equity as an additional insured.

Cancellations

Cancellations are discouraged. We have more requests for show times than we can fulfill, so please be considerate when booking your show. If you must cancel, please note that rescheduling is not guaranteed and is at the discretion of The Tank and your curator.

Ticketing and comps

Ticket prices will be established in advance of the show and approved by your curator at the time of your booking. Changes to the ticket price will not be allowed on the night of the show. It is your responsibility to make sure that the listed price is correct and to make any changes at least 24 hours before the time of your performance. Ticket prices must be \$15 or under.

All Tank shows are open to the general public—we do not present invite-only shows. The Tank allows for four industry comps per show. Extra comps will be taken out of the performer's box office split or paid for by the performer.