

The Melba SPIEGELTENT

Technical Specifications

The Melba Spiegel tent Producer:
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1. Introduction

The Melba is one of only three permanent Spiegel tents in the world. She has travelled a long way since she was built in Belgium in 1910, by the mirror designer, Oscar Mols Dom, and tent maker, Louis Goor. She has hosted the likes of Edith Piaf and Kurt Weill during her travels across Europe in the 1920's. Every event that we have in the Melba is a little bit different, and we will do all that we can to make sure we have things in place for you. There are a few rules we all have to stick to in order to protect our lovely old tent, of which we will outline with you when hiring her. We trust you will follow them as enthusiastically as we do – she's over 100 years old after all. To start with though, here are her technical specifications to help you decide if she is right for you.

1.1. Contact details

The Melba Spiegel tent Producer:	Brian Robertson	spiegel tent@circusoz.com.au
The Melba Production Manager:	Steph Speirs	stephspeirs@circusoz.com.au
Head Venue Technician:	David Murray	davemurray@circusoz.com.au

1.2. Venue location

The Melba Spiegel tent
35 Johnston St, Collingwood, Victoria, 3066

Postal address: PO Box 1266, Collingwood, Victoria, 3066

2. Responsibilities of Hirers

Screwing, drilling, taping or bolting to the Spiegel tent floorboard, walls, wood and glass is not permitted.

2.1. Documentation

Hirers must provide:

- Risk assessment for acts
- Public liability for shows
- Seating and Staging plan- chosen from choices on Melba website
- Description of everything which is to be rigged including the weight of equipment, or maximum number of people to be suspended

Other information provided to Circus Oz may include:

- Lighting plan
- Set plan
- Audio requirements
- Audio visual needs
- Bump in and out requirements
- Any other relevant information as applicable

The hirers must attend a venue induction with the Circus Oz representative.

If hirers provide their own equipment, it is their full responsibility to load in, move, set up, pack down and remove this equipment from the venue within their given hire period. The insurance and liability of this equipment whilst on Circus Oz property is the sole responsibility of the hirer. Circus Oz reserves the right to deem equipment unsafe.

All electrical equipment used at Circus Oz must be tested and tagged as per AS/NZ 3760.

The Hirers will be charged an additional fee if the standard audio rig, lighting rig, staging set up and rigging is altered, to cover the cost of Circus Oz resetting the venue to the standard setup. This must be negotiated in advance. Please note, the standard staging layout is as drawn on the plan titled Melba Spiegel tent LX Plan and Melba Dimensions Plan.

2.2. OH&S

Circus Oz requires that all events and productions have a custom risk assessment completed by the hirer, to cover all aspects of their hire period. Circus Oz can issue a generic production risk assessment template on request, which is to be completed by the hiring company before the hire period commences.

Venue exit signage must not be altered, tampered with or blocked under any circumstances.

Flammable materials

It is the hirer's responsibility to ensure that any staging, scenery, curtains, back-drops, banners or other stage dressings used in association with their production made of flammable material have been treated with Fire Retardant as per the Building Code Australia (BCA) Specification C1.10.

2.3. Code of Conduct

- **Consumption of Alcohol**

The consumption of alcohol during bump in, all rehearsals, show operation/performance conditions & bump out is not permitted by crew and performers. Anyone deemed to be under the influence of alcohol would be asked to leave the premises in such circumstances.

- **Consumption of Illicit substances**

The consumption of illicit substances is not permitted at anytime.

- **Working alone**

Circus Oz does not allow working alone at anytime throughout the hire period.

- **Appropriate footwear**

All hirers are to use appropriate, closed toe foot protection during bump in and bump out periods.

3. Spiegeltent Facilities

3.1. Venue access

The Melba Spiegeltent is accessible by the general public through the main gates off Johnston St between the Keith Haring mural and The Tote Hotel.

Access for crew and production equipment is also through this gate, then drive to the left of the Melba to the rear double doors. Once items are unloaded, vehicles may need to leave as there is minimal car parking on site. All vehicles must be off site as soon as last show or bump out is complete.

Due to Council permit restrictions The Melba Spiegeltent can only be used for performances between 10am and midnight Monday to Wednesday and 1pm to midnight Thursday to Sunday. Any loading in of the venue cannot take place prior to 9am.

Hirers are not permitted independent access to the Spiegeltent – a member of the Melba staff must be there at all times.

3.2. Toilets

There are toilets, including a separate wheelchair accessible facility, on the ground floor of the Circus Oz building, with entry via the ramp adjacent to The Melba Spiegeltent.

3.3. Production office

There is no access to a production office for hiring companies. Printing is available for a fee (during office hours only).

3.4. Communications

There is no landline telephone connection, talkback or FOH paging system within the venue.

3.5. Bar

Circus Oz runs the bar at The Melba Spiegeltent.

3.6 Internet

There is wireless internet available in the tent, hirers should request passwords from their venue manager or technician. Please be respectful – any downloads should be approved by Circus Oz staff.

3.7. Dressing Room

There is one allocated dressing room for hirers. This room can accommodate 4 people. The room has shower facilities, toilet, sinks, mirror and lockers. It does not have a full-length mirror nor a seated area for making up. It is locker room style and has a mounted sink, with a mirror behind the sink and minimal floor space. If a larger space is required this should be requested in advance with the Spiegeltent Producer and may incur additional costs.

3.8 Performer Rider

Circus Oz and The Melba Spiegeltent do not provide any kind of rider for hirers. As part of our commitment to sustainability we do not provide bottled water. Hirers are requested to bring reusable bottles and we are happy to provide re-fill facilities for these.

4. FOH Management

The Venue Manager will oversee the front of house at the Melba Spiegeltent for every public performance and event held. The hirer must provide box office staff and extra ushers if required.

5. Theatre Equipment

5.1. Seating

Circus Oz has wooden tables and chairs that can be set up in a number of configurations and used in conjunction with the booth seating. We highly recommend you consult with the Venue Manager to ensure your desired audience capacity will suit the given available space and sightline restrictions.

There are 13 booths in the Melba Spiegeltent, each with their own table. Depending on the stage set up of the venue, 2 or more of these booths may be restricted vision.

There are approximately 160 wooden folding chairs and 15 small wooden cabaret tables available for use in the venue.

Capacity

The Melba Spiegeltent is licensed to hold 250 people. Please consult directly with the Spiegeltent Producer about configurations of seating to suit your show. Please be aware that the use of small cabaret tables and/or catwalk staging will restrict the capacity of the venue.

5.2. Rigging

There are two single rigging points in the centre of the tent fixed to a rigging bar. These are available after consultation with the Venue Technician. A qualified rigger with a current ticket must undertake all rigging. The hirer should organise this rigger to be on site. This must be arranged in advance of bump in with the Melba Spiegeltent Producer. The rigging bar is 6650mm above the floor.

Limits for Spiegeltent rigging

Static load fixed to rigging bar (ie not on a pull-up) 250kg

Semi dynamic double act (e.g. Double trapeze) ok ,only if directly rigged to rigging bar.

Non-dynamic double act is ok on pull-up(s) unless particularly heavy or with heavy apparatus.

Single dynamic act (e.g. Corde lisse, straps) should be ok on pull-up.

Anything outside these guidelines must be approved in advance by Circus Oz production department.

The 4 rigging points at the base of 4 of the inner columns are good for 200kg each. Please, use the maillons provided, and leave them there.

Circus Oz Production department need to see a brief description of everything which is to be rigged including the weight or maximum number of people to be suspended BEFORE the rigging points can be used. Suitably qualified persons will then be allowed to rig, but are not authorised to make their own decisions about the capacity of the tent.

5.3. Lighting

- **Control**
 - 1 x ETC Ion desk with fader wing
- **House Lights**
 - 7 x 150w QI's. Can be run through lighting desk or independently.
- **Show Lights**
 - 4 x LED Par64
 - 4 x ETC Source4 Junior Zoom 25° - 50° 575w
 - 4 x Selecon Acclaim Fresnel 650w with barndoors
 - 4 x Martin Mac 250 Entour moving light (profile)
 - 1 x 30cm mirrorball with heavy-duty motor
 - 2 x pinspot
 - 1 x 12 way dimmer rack
 - 5 x 5 way Wieland looms with heads and tails, permanently installed
 - Selecon Pacific 23/50 used as followspot, no colour magazine available
 - The stage backdrop is an RGB starcloth
- **Effect Units**
 - Swefog Ultimate 2000 Haze machine
 - Martin Magnum 1200 smoke machine
(additional costs may be incurred for fluid usage where applicable)

5.4. Sound

- **Control**
 - 1 x Allen & Heath QU-32 digital mixing desk
- **Gear**
 - 4 x KV2 Audio EX10 2way 500W self powered speakers, mounted in pairs, stage left and right on vertical brackets in air.
 - 1 x KV2 Audio EX2.2 1000W dual 12inch self powered sub, under stage, center.
 - 1 x AR2412 Allen & Heath dSnake 24 in, 12 out. Note: Return 11 and 12 are reserved for Main left and right.
 - 2 x RCF Arrt422-A Powered Loudspeakers available for foldback
 - 1 x Sennheiser e945 wireless mic
 - 4 x SM58 microphones, with mic leads and mic stands
 - 2 x SM57 microphones, with mic leads
 - 4 x Behringer DI100

Please discuss the overall anticipated noise levels of your production/event with Circus Oz prior to the event. Noise levels in the Spiegeltent are restricted to 86db Lmax (linear maximum).