

CAPITOL THEATRE WINDSOR –TECHNICAL PACKAGE

121 University Ave W, Windsor ON N9A 5P4.

Google Coordinates: 42.317031636837434, -83.04001609815778

CONTACTS:

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OVERVIEW:

The Capitol Theatre is a 1920 Heritage Theatre in Downtown Windsor, Ontario. Shared entrance/lobby space with 2 theatres (620 seats/200 seats) and flexible reception room.

Main Theatre: “The Pentastar”. 620 fixed theatre seats (500 main floor & 120 balcony). Please note balcony can only be accessed by stairs. All sight lines are unobstructed.

Mid-Size Theatre: “The Kelly”. 200 fixed theatre seats. Permanent film screen on stage.

Reception/Meeting Room: “The Joy”. 60-80 loose seating or standing.

PENTASTAR THEATRE - MAIN THEATRE

OVERVIEW

- 620 fixed theatre seats (500 main floor & 120 balcony)
- Large stage (curtain options available to reduce stage size)
- Lighting, audio, screen and projector (laser projector)
- 6 dressing rooms

STAGE AREA

DIMENSIONS:

- **Proscenium:** 48' wide x 21' high; stage is 30' deep from proscenium to back wall
- **Wing Space:** Stage right wing 10'w x 30'd; Stage left wing 10'w x 30'd
- **Grid Height:** Stage deck to gridiron 44'
- **Stage Manager Station:** Located at stage right on stage. Equipped with 2 channel Clearcom, programme sound & paging system, and monitor video.
- **Intercom System:** 2 Channel Clearcom systems can be supplied to all production areas. 8 Wireless Comms Available on request.

POWER DISCONNECTS:

- Located USL - 100A 3 phase. Cam-Lock connectors, and direct power (bare lead tails) tie-ins require 2 weeks' advance notice and will incur additional fees.
- 30/50-amp stove plugs. Upstage right and downstage left.

LOAD IN AREA:

- Entrance from Pelissier Street (one way heading north).
- Load in Door Opening Size: 5'11x10'. Enters on to stage right.
- See **Theatre Arrival** for details on load in and parking,

DRAPERY

- **Main House Curtain:** Red guillotine 25'x50'
- Manual line operation - for guillotine SR deck or SR fly gallery
- **Legs:** black velour - 3 sets: 23' x 10'
- **Traveler (s):** Black velour - 23' x 50', sewn in fullness
- **Cyclorama:** White 25' x 50'

LINE SET DATA

- **Working Height of Battens:** High Trim – 44'; Low Trim - 3'
- **Arbor Capacity:** Maximum load 1,000 lbs per pipe
- **Loading Gallery:** Loading gallery SR 50'
- **Fly Gallery:** Line sets operated from SR gallery; 24' above deck. Access from stairs SR.
- 3 linesets dedicated to roof panels
- Some lineset are limited in fly height due to roof panels.

SUPPORT AREAS

- **Crossover:** Understage
- **Access:** From audience - SL & SR stairs from front of house – backstage down 1 flight of stairs
- **Green Room:** Located on the second floor, stage left. It seats 15 people, has 2 bathrooms.

LIGHTING

- **House Lights:** Controls located in the Lighting Control Booth, and back of house.
- **Control:** Electronic Theater Controls EOS, edmx nodes
- **Dimmers:** ETC dimmers, 98ch
- 36 Chauvet Q12 Led Pars
- 7 Chauvet Q15 Led Battons
- 8 Rx2 Moving wash
- 4 Maverick ForceSSpot Moving head
- 18 Source4 Foh Lekos
- 12 Source4ward Led Lekos
- 34 onstage source4s

AUDIO

HOUSE SPEAKERS

- 16 Dual 10" active line array boxes -JBL SRX910LA
- 3 single 18 Jbl VTb18 Passive Subwoofers
- **Stage Infills:** 2 UAW's

STAGE MONITORS

- 6 - TurboSound IQ12

MICROPHONES

- 4 - Beta 58
- 2 - Beta 57
- 1 - Shure 58
- 2 - Shure 81
- 2 - PZM floor mics
- 3 - Shot gun mic
- 4 - Sennheiser E604s
- 10 - Sennheiser EW-DX EM4 wireless handhelds (fees may apply)

MISC

- 5x Radial DI Boxes
- 3x Radial Pro Dual DI boxes

PROJECTION + VIDEO

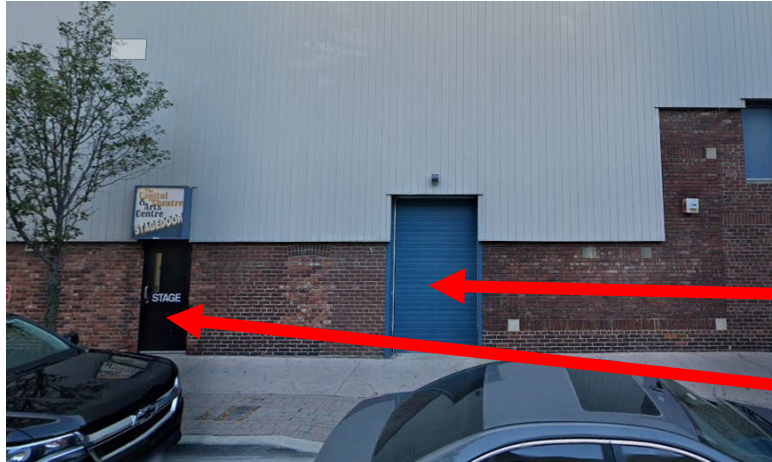
- Epson LCD laser projector- L1505UHNL 12,000 Lumens
- Stage Cyc 20'x44'
- 4:3 front projector screen
- Live video monitoring - Stage Left, Stage Right, Main lobby, and in all tech spaces.
- 5 Hd 1080P PTZ cameras Available for use (fees may apply)

THEATRE ARRIVAL

Welcome to the Capitol Theatre!

Stage door/loading area: Located on Pelissier St. (a one-way street heading north). Stage door is located approximately in the middle of the block, where the theatre meets the condo behind it.

View of stage door (black) and loading dock (blue) from Pelissier Street:



Loading dock (opening Size:
5'11x10'. Enters on to stage right)

Stage door (average door size)

The Capitol does not own a parking lot and does not provide assigned parking spaces for renter/crew/cast use. Vehicles are permitted to stop at the stage door/loading dock for loading and unloading only.

For parking, please download the City of Windsor Parking App (Passport) or visit <https://www.passportca.com/park/> for quick pay options with credit card.



Availability and quantities of listed equipment, line sets, configurations, features, and add-ons may vary. Please confirm your production needs with the Technical Director for the most recent updates and availability of items. Updated January 2025.

ACCESSIBILITY

Wheelchair spaces are accessible in all three theatres. The Capitol Theatre main entry (University Ave) is located at ground level and is equipped with ramps and inclined floors.

The Pentastar theatre can accommodate standard sized manual and electric wheelchairs in the back row of house right. These spaces are limited, please contact the box office to inquire about availability. Pentastar balcony is only accessible by stairs.

The Kelly Theatre can accommodate standard-sized manual and electric wheelchairs in the back right section of the theatre. These spaces are limited, please contact the box office to inquire about availability.

Please note that as a Heritage space that has limited modernizations, certain accessibility accommodation may not be possible. For more information about the accessibility of the Capitol Theatre, please contact admin@capitoltheatrewindsor.ca.

ADDED VENUE SERVICES

Item	Price	Notes
Wireless Mics (handheld or theatre style)	\$125/week per mic	10 mics available
In ear monitor	\$75/each	6 available
Piano	\$300/day	Only available in Pentastar
Screen and projector	\$300	Available in all theatre
Cleaning fee	\$300	May be applied
Box office	Starting at \$200 for set up and single event	Additional costs may apply
Box office ticket fee (collected per ticket sold)	\$5 per ticket	Includes Heritage Pres. Fee and Box office fee
Credit card/bank fees	10%	Deposits or final invoices paid over \$5,000 that are paid by credit card are subject to additional fees not surpassing 10% of the amount charged
Recording services (audio recording only)	\$400	Available in Pentastar and Kelly
Video services (multi-camera recording and edited video)	Starting at \$600	Available in Pentastar

Orchestra shell	\$1,500	Subject to availability, must be requested ahead of time
Front of house manager	Included with rental	Day of event, 1 staff (8H)
Ushers	Included with rental	Details available upon request
Technical manager	Included with rental	Day of event and rehearsals, 1 staff (8H)
Technical crew	\$45/hour per crew member	4 crew for 4 hours minimum
School Show Fee	\$25/show	Covers meter bags
Consumables	At cost + 15%	Tape, gels, flash paper, etc.
Concessions and Bar	Included with Kelly or Pentastar rental	Details available upon request
SOCAN	Determined by event	Details available upon request
Insurance	\$2,000,000 liability insurance	Mandatory. Opt in coverage available through theatre, \$125/day maximum.
Merchandising fee	Starting at 10% of sales	Details available upon request

Additional marketing and box office services available. Please see the marketing and box office package for details.

Additional Front of House and reception services available. Please contact bookings@capitoltheatrewindsor.ca for details.

SCHEDULING: EXAMPLES AND NOTES

All booking blocks must include loading in, set up, rehearsal or event, clean up, strike, load out.

Example Schedule for 8-Hour Booking

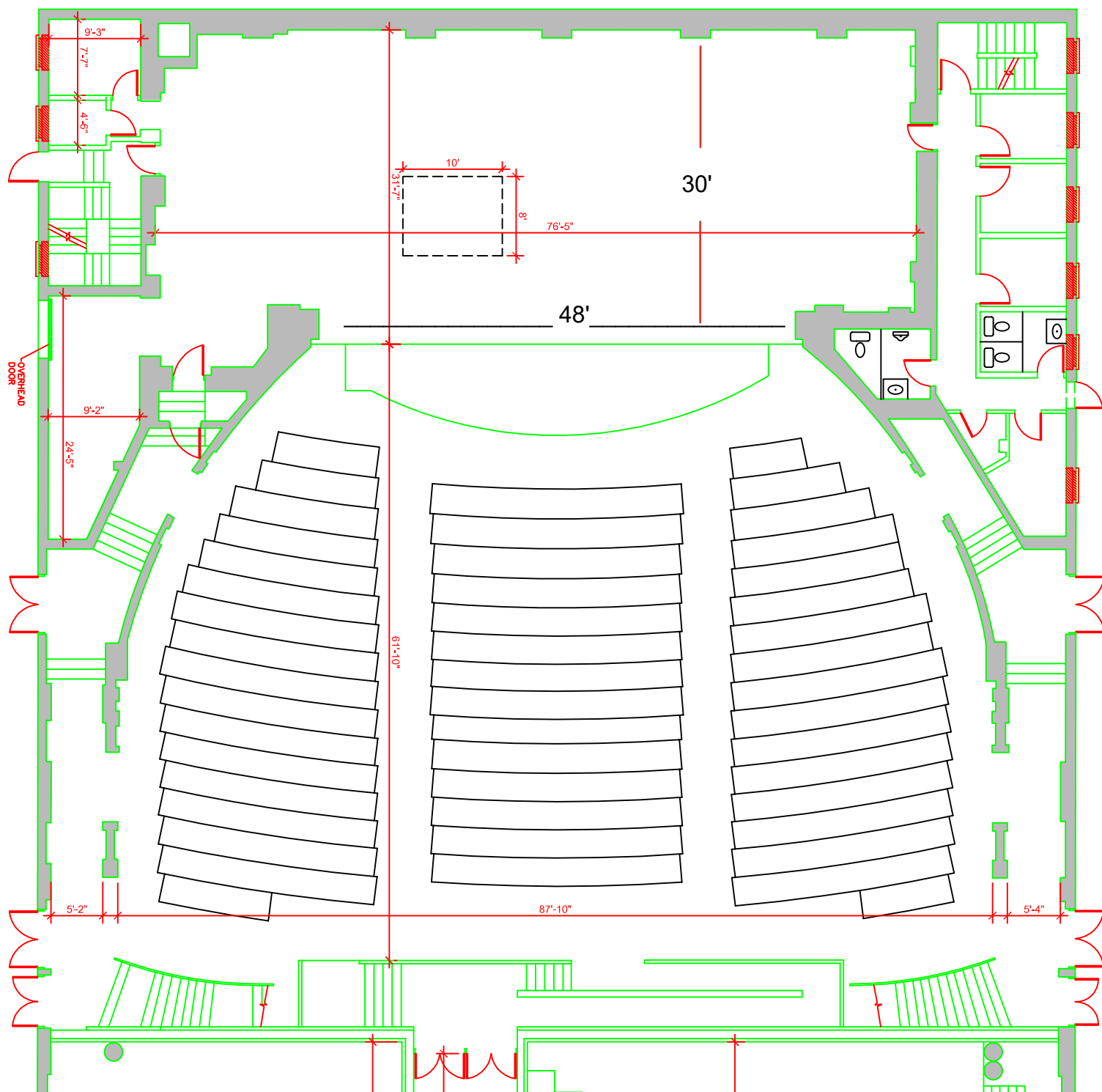
Access is: 2pm-10pm

- 2:00 PM-3:30 PM – Set up
- 3:30 PM-5:30 PM – Rehearsal.
- 5:30 PM-6:30 PM – Break
- 6:30 PM-7:00 PM – House Opens
- 7:00 PM-9:00 PM – EVENT
- 9:00 PM-10:00 PM –Tear Down/Clean up

Pentastar Stage

The diagram illustrates the 128-key MIDI keyboard layout for the Yamaha DX7. The keyboard is organized into 10 rows (A-N) and 13 columns. The layout is symmetrical around the center, with the 'Audio Booth' label in the center. The layout is divided into four sections: A (1-32), B (33-64), C (65-96), and D (97-128). The layout is symmetrical around the center, with the 'Audio Booth' label in the center.

Row	Col 1	Col 2	Col 3	Col 4	Col 5	Col 6	Col 7	Col 8	Col 9	Col 10	Col 11	Col 12	Col 13
A	38	37	36	35	34	33	32	31	30				
B	39	38	37	36	35	34	33	32	31	30			
C	39	38	37	36	35	34	33	32	31	30			
D	40	39	38	37	36	35	34	33	32	31	30		
E	41	40	39	38	37	36	35	34	33	32	31	30	
F	42	41	40	39	38	37	36	35	34	33	32	31	30
G	42	41	40	39	38	37	36	35	34	33	32	31	30
H	42	41	40	39	38	37	36	35	34	33	32	31	30
I	42	41	40	39	38	37	36	35	34	33	32	31	30
J	42	41	40	39	38	37	36	35	34	33	32	31	30
K	42	41	40	39	38	37	36	35	34	33	32	31	30
L	43	42	41	40	39	38	37	36	35	34	33	32	31
M	41	40	39	38	37	36	35	34	33	32	31	30	
N	42	41	40	39	38	37	36	35	Acc. N32/33 1 patron	Acc. N30/31 1 patron			





Line set	House Hang	House weight	distance from Proscenium	Tour Hang	Tour Weight
1	MAIN				
2	LEGS				
3	1ST LX				
3A	EMPTY				
4	SHELL #1				
5	border				
6	WIFF SCREEN				
7	BORDER				
8	LEGS				
9	2ND LX				
10	EMPTY				
11	SHELL #2				
12	EMPTY				
13	EMPTY				
14	EMPTY				
15	lx3				
17	EMPTY				
18	TRAVELLER				
20	SHELL #3				
22	BORDER				
24	LEGS				
26	LX 4				
28	SCREEN				
29	EMPTY				
30	EMPTY				
31	EMPTY				
32	BLACK DROP/ SCRIM				
33	CYC				

