

# PALACE THEATRE

**Facility Technical Specifications**  
**as of January 2017**



19 Clinton Ave

Albany, NY 12207

Phone: 518-465-3335

Fax: 518-427-0151

[www.palacealbany.com](http://www.palacealbany.com)

To all artists, presenters, and technical representatives,

This document specifies the technical information required in preparation for an event at the Palace Performing Arts Center. This document does not reflect a full understanding of engagement between the **Palace Performing Arts Center (PPAC)** and the **Company**. The package merely serves as a guide to the facility and does not supersede the contract document.

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[www.palacealbany.com](http://www.palacealbany.com)

## Introduction to the Palace Theatre

The Palace Theatre, a grand cultural and entertainment facility in the heart of Albany, New York, first opened its doors in October 1931. Built during the Depression, the Palace was the largest theatre in a city already noted for a number of other opulent movie houses. Today, the Palace Theatre remains the sole survivor of this period of entertainment and continues to make history with a widely diverse offering of popular acts and cultural events.



Originally an RKO movie house presenting vaudeville acts between feature films, the Palace Theatre boasts an ornate Austrian Baroque design with "atmospheric" elements in the auditorium. The Palace Theatre's 2,708

seats are an ideal size for popular acts, such as Melissa Etheridge, Jerry Seinfeld, M.O.E, Bruce Springsteen, Bob Dylan, Roy Orbison, and Aretha Franklin, theatrical events Stomp, Chicago, Tap Dogs, Grease, and A Christmas Carol, gospel shows, community events, like Albany's First Night Concerts, Mayoral Inauguration's, Graduations, Armed Forces Bands; local dance studio recitals, daytime children's presentations, and even boxing. Arguably the most notable concert event took place at the Palace Theatre in April of 1965 when the now legendary Rolling Stones appeared here on their very first tour of the United States. Ticket prices were \$2 each.



The revitalization of the Palace Theatre has been a major priority of the City of Albany to help create a new energy for the downtown arts and entertainment district. Beginning in 2002, interior renovations completed in the first phase included all new carpeting, a stage curtain, fabric wall treatments, fresh paint on the ceiling and throughout the theatre, general public improvements and the refurbishment of over 2,800 seats. Phase Two renovations called for a new electrical system to power the stage. And of course the most obvious of our renovations (also in Phase Two) is our new marquee! It is a state-of-the-art full color replica of the original

marquee designed in 1931. The new marquee fabrication and installation was made possible by a grant from Housing and Urban Development (sourced through the office of the Mayor) and a grant provided through the Downtown Business Improvement District.

## Contact Information

Contact	Office	E-mail
Holly Brown <i>Executive Director</i>	518-465-3335 x123	hbrown@palacealbany.com
Owen Smith <i>Managing Director</i>	518-465-3335 x115	osmith@palacealbany.com
Danny Taylor <i>Operations Director</i>	518-465-3335 x126	dtaylor@palacealbany.com
Cassidy Herman <i>Production &amp; Community Events Manager</i>	518-465-3335 x109	cherman@palacealbany.com
David Quinn <i>Facilities Director</i>	518-465-3335 x116	dquinn@palacealbany.com
Bill O'Donnell <i>Security</i>	518-465-3335 x101	bodonnell@palacealbany.com
Shelley Thomas <i>Ticketing Director</i>	518-465-3335 x102	stthomas@palacealbany.com
Sean Allen <i>Marketing Director</i>	518-465-3335 x111	sallen@palacealbany.com
Jimmy Anziano <i>I.A.T.S.E. Local 14 Union</i>	518-427-1580	Anziano14@aol.com
John VanVoriss <i>A.F. of M Local Musicians Union</i>		johnvanvoriss@aol.com
Derek Smith <i>Albany Symphony Orchestra</i>	518-465-4755	dereks@albanysymphony.com
Production Office: Level 1	518-465-3335 x108	



*Albany Symphony*

## Support Spaces

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### **General Description:**

Below is a brief description of the facilities at the Palace Performing Arts Center. If you require further information please contact our Director of Operations, Danny Taylor at [dtaylor@palacealbany.com](mailto:dtaylor@palacealbany.com).

### **Loading Door:**

A single truck loading area is located on North Pearl Street., which is on the right side of the theatre doors and perpendicular to Clinton Avenue. All items can be moved in by a ramp from truck, ramp to stage or rolled through the door. Door dimensions are 7' 9" x 6' 10", the wide ramp is 15' long with a 3' height change and the stage is 3' 5" below the sidewalk.



*Palace Theatre Loading Dock*

**Storage:**

There is storage available in the basement (under the stage) accessible by orchestra lift and in rear alleyway.

**Ladders & Lift:**

PPAC has several ladders in house varying in size and (1) 30'-0" Genie lift.

There are no elevators backstage in the building.

A chain hoist is in place to move cases from stage level to each dressing room level.

**Production Office:**

A production office is located on level one, with 2 phone lines and high speed internet via Cat6 or Wi-Fi.

**Wardrobe:**

Washers & dryers are located on level 3.

**Dressing Rooms:**

There are 15 dressing rooms total all located stage left. All rooms are equipped with tables, chairs, mirrors, high speed Wi-Fi, phones and sinks. Showers are currently available on levels 1, 2, and the stage level.

- Level 1 (Red Floor) 80, 90, 90, 100, 144 sq ft
- Level 2 (Yellow Floor) 80, 90, 90, 100, 144 sq ft
- Level 3 (Silver Floor) 80, 90, 90, 100, 144 sq ft

Please note that the building is 80+ years old but all the restrooms and facilities are in proper working order.

**Catering:**

Two areas are available for catering needs (1 prep/serve & 1 for serve) located in our basement level. The main area can hold up to 80 people and the second can hold up to 22. Please contact Danny Taylor, if you require these areas or suggestions to utilize our excellent catering partners.



*Park Playhouse's Production of Pinkalicious*



*Green Room Level 3*



*Star Dressing Room Level 1*



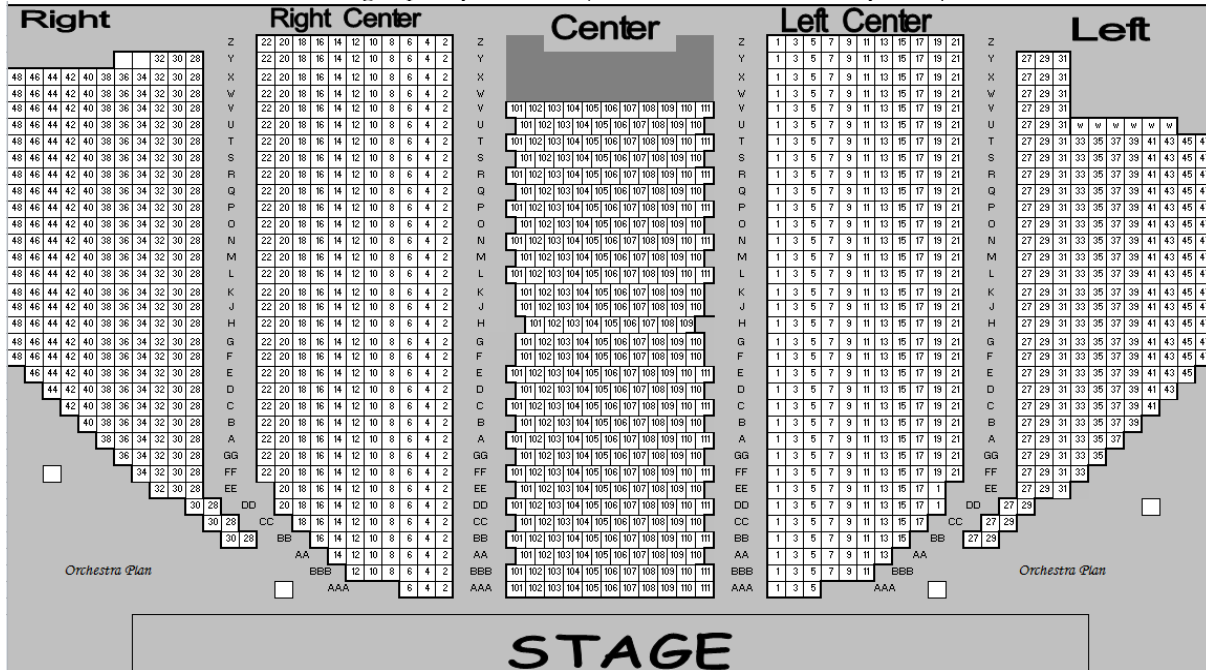
*Dressing Room/Office Level 1*



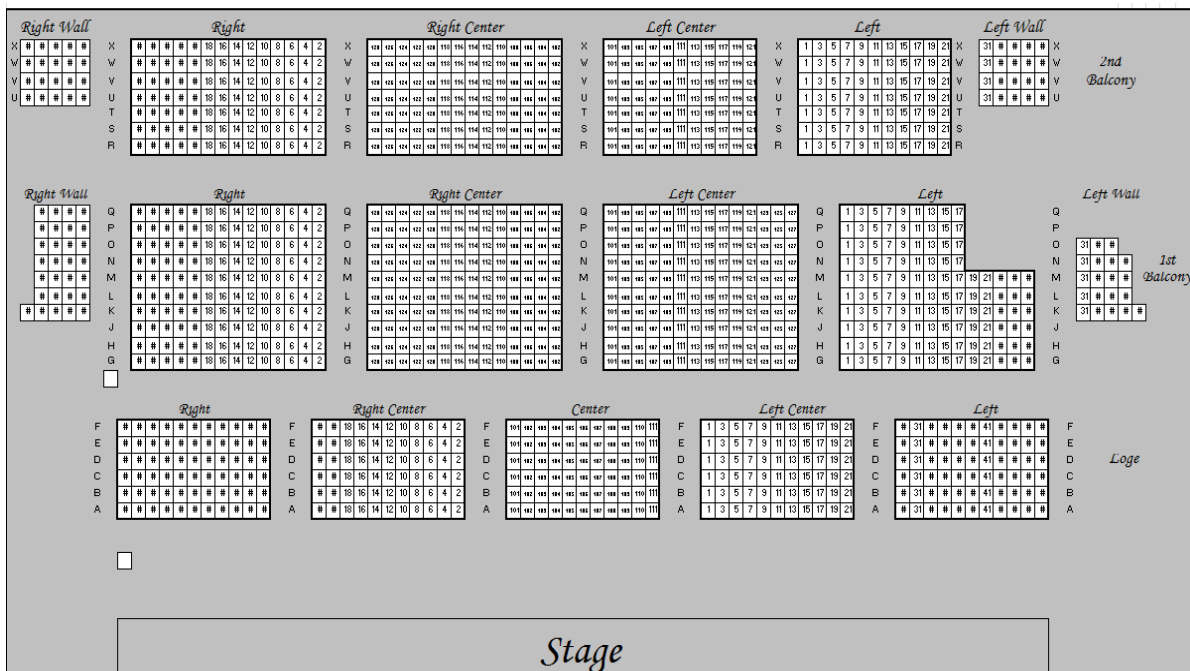
## Main Theatre

### Seating Capacity:

The Palace Theatre has a seating capacity of 2,807 (Orchestra 1505 - Balcony 1302).



Orchestra Seat Map



Balcony Seat Map



### **Proscenium Opening:**

The proscenium opening is 64' wide and 43' high with a dead hung border that hangs down approximately 15" below the top of the arch.

### **The Stage:**

The overall stage dimensions:

- 33' from edge of stage to back wall edge
- 31' from edge of stage to downstage edge of column
- Orchestra Pit: 49' 6" wide (rail to rail) // 11' wide at center line
- Stage to grid: 84' high
- Stage to pan: 78' high

Stage floor is tongue and groove oak. The surface is natural wood color with the exception of the pit surface, which is black in color.

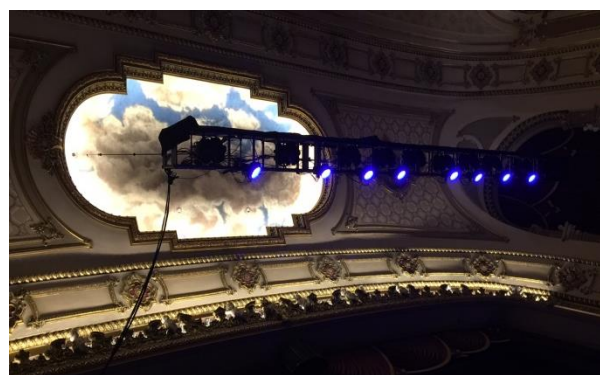
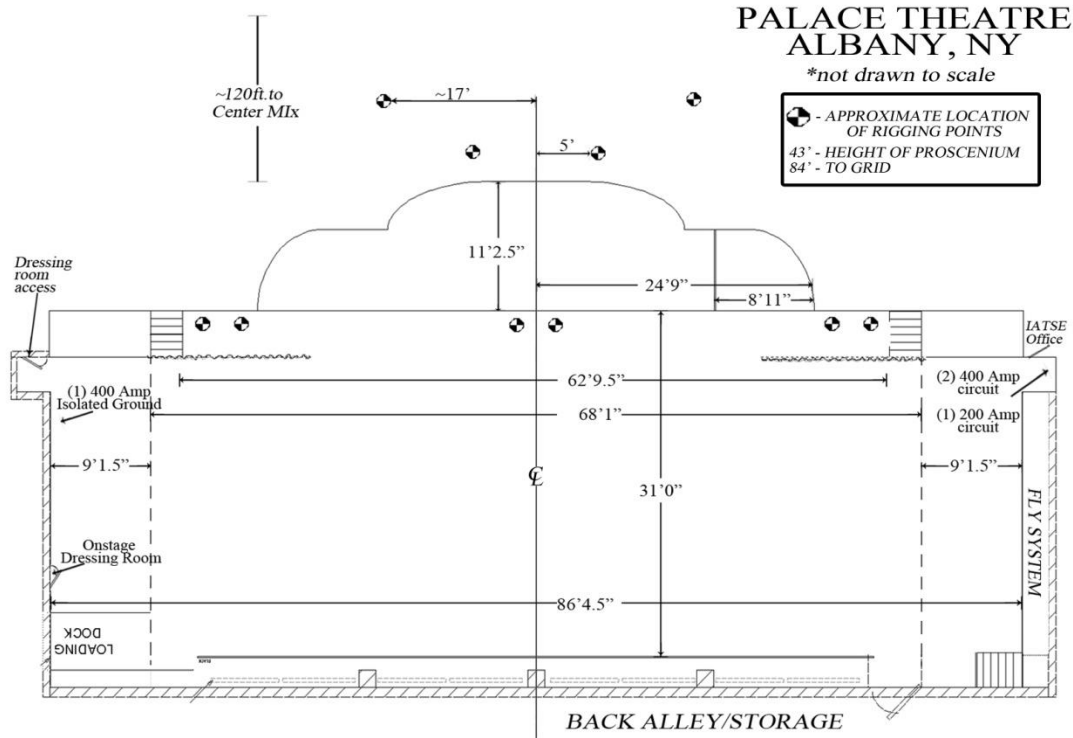
**No nails, stage screws or lags are allowed without prior consent of the Palace Theatre's Facilities Director and Operations Director.**



*The main stage with rep Audio Stacks & Cluster with the Main Rag in*

**F.O.H Rigging Points:**

There are 4 points located downstage of pit located within cloud gunnel and 6 points in proscenium arch near at Center line, SL & SR rated at 2000 lbs each.



*Palace Theatre FOH rigging positions shown with box truss and PA from the 2015 Grace Potter tour.*

**The Grid:**

The grid has a height of 84' deck to walking surface of grid. It is accessed via interior ladder system or exterior fire escape stairs.

**Fly System & Lineset Schedule:**

Counterweight system:  
 Single Purchase

Length of pipes 70'0"

Pipe O.D 1 7/8" truss batten

Truss Batten is 500lbs total weight  
 Leaving 500lbs loading capacity and is  
 operated from stage right

No extensions available

**The fire curtain must be kept clear at all times.**



The current PPAC lineset schedule:

Lineset	Distance to Plaster FT-IN	IN TRIM	OUT TRIM	House Hang	Show Hang	NOTES
-	0'-6"			Fire Pocket		
0				House Curtain	NOT AVAILABLE	
A				Teaser		
1	2-2		84'0"	ASO Electric		
2	2-8	3'-0"	84'0"			
3	3-4	3'-0"	84'0"	Projector Screen	NOT AVAILABLE	
4	4-0	3'-0"	84'0"			
5	4-6		84'0"	ASO Ceiling Front		Stored Verticle
6	5-2		84'0"	1st Electric		
7	5-8	3'-0"	84'0"			
8	6-4		84'0"			
9	7-0		84'0"			
10	7-6	3'-0"	84'0"			
11	8-2		84'0"	Border		
12	8-8		84'0"	Leg (SL)		
13	9-4		84'0"	Leg (SR)		
14	10-0		84'0"	ASO Ceiling Back		
15	10-6		84'0"	#1 X-Ray		
16	11-2		84'0"	ASO Ceiling Front		Stored Verticle
17	11-8		84'0"			
18	12-4	3'-0"	84'0"	2nd Electric		
19	13-0		84'0"			
20	14-6		84'0"	Split Black	Cannot Move	
21	15-2	3'-0"	84'0"	Movie Legs		
22	15-8		84'0"	Border		
23	16-4		84'0"			
24	17-0	3'-0"	84'0"			
25	17-6	3'-0"	84'0"	Border		
26	18-2		84'0"	ASO Ceiling Back		
27	18-8		84'0"	#2 X-Ray		
28	19-4		84'0"	ASO Ceiling Front		Stored Verticle
29	20-0		84'0"	3rd Electric		
30	20-6	3'-0"	84'0"			
31	21-2	3'-0"	84'0"			
32	21-8	3'-0"	84'0"	Border		
33	22-4	3'-0"	84'0"			
34	23-0	3'-0"	84'0"			
35	23-6		84'0"			
36	24-2		84'0"			
37	24-8		84'0"	#3 X-Ray		
38	25-4		84'0"	SR Leg		
39	26-0		84'0"	CYC Lights		
40	26-6		84'0"			
41	27-2	3'-0"	84'0"			
42	27-8	3'-0"	84'0"			
43	28-4		84'0"	Full Black		

**Act Curtain:**

A burgundy colored main rag with a dead hung border above. (Traveler type operated from stage right).

**Orchestra Pit:**

The orchestra pit extends 11'-2 3/4" from the edge of the stage, drops to 14'-11 1/4" from stage level and is 4'-5" to the first seat. It is 49"- 6 1/4" wide (including organ lift) and is fully adjustable by screwed lift. A removable 4' wide opening is available on stage left for access from floor into pit. The orchestra pit cannot be used for event seating.



*Palace Theatre's Backstage Ball.*



*A company event function*

## Electrics, Sound & Video

### Company Switches:

PPAC has four 3 phase power tie ins on the main stage. Lighting has (2) 400 amp circuit located stage right while Audio has (1) 200 amp circuit located stage right and (1) 400 amp circuit isolated ground on located stage left.

### Houselights and dimming:

PPAC utilizes ETC Sensor 1 racks that control house and stage lights. There are ETC Unison Panels located around the venue and all units can be controlled from a lighting console. ETC Net2 Nodes are also located around the venue. PPAC dimmers are currently (3) 96x2.4k D20E for stage, & (1) 96x2.4k D20HR for houselights. All dimmers are at 120V power.

### Lighting Rails:

There are 2 lighting rails in front of the balcony capable of hanging 15 lights per side. It is approximately 75' from rail to proscenium at center line.

### Clear Coms:

There are 2 dry lines run to the spot booth. Please keep in mind the Palace Theatre **has a limited number of its own** headsets and power supplies



### Projector

PPAC owns (1) Christie CP2220 DLP Digital Cinema Projector with a 2.5/85.0-121.6mm 4K Zoom lens, a Doremi Dolby ShowVault, and a front projection screen with a display of 18'x40'.

Additionally, PPAC can accommodate HDMI, VGA, DVI, Apple Display, Blue-Ray, or DVD to be played in our system from backstage or FOH.

The Palace also houses one of the few operating 35mm film projectors in the Capital District. PPAC is an **I.A.T.S.E Local 14** supported venue for projections.



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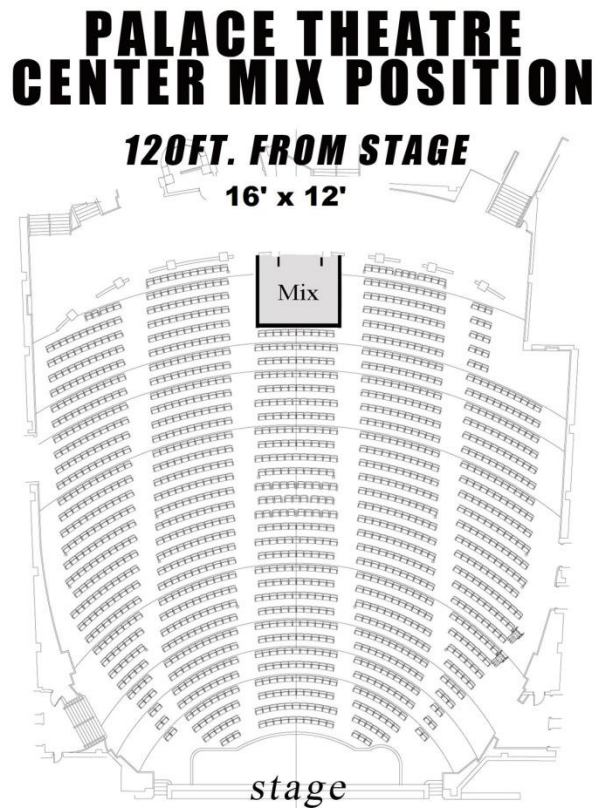
**Stage Lights:**

The inventory of lights available is as follows:

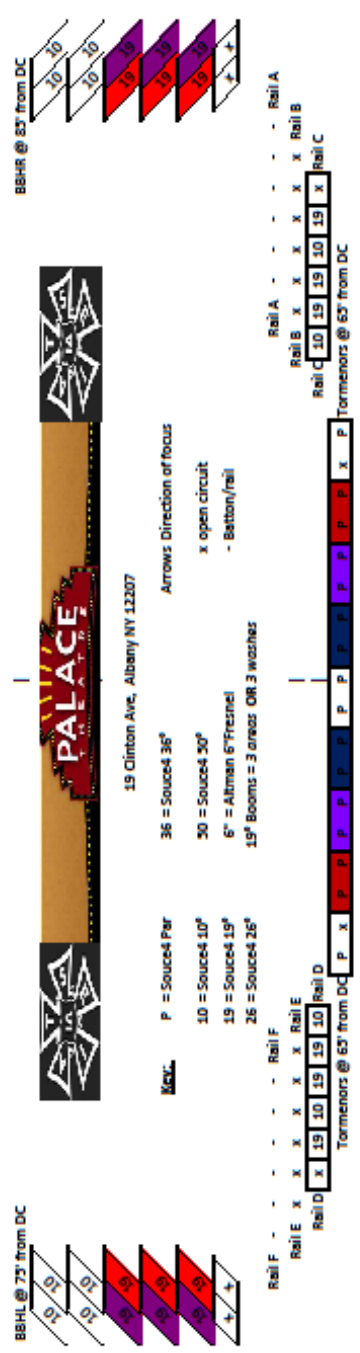
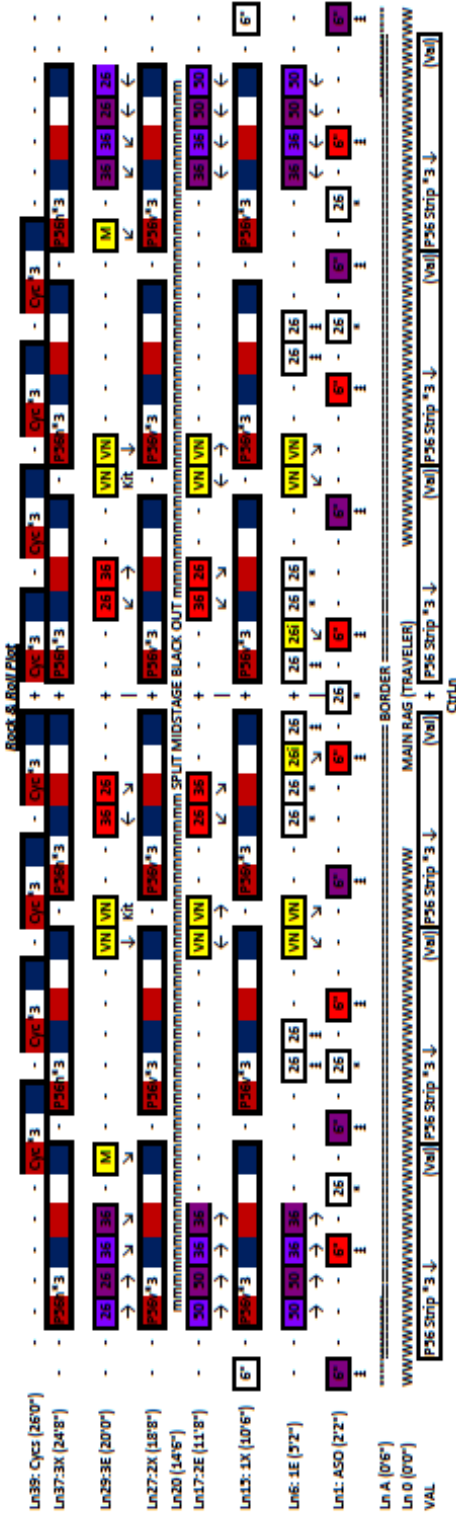
Unit	Degree/Type	Quantity	
ETC Source Four	10	12	
ETC Source Four	19	18	
ETC Source Four	26	24	
ETC Source Four	36	18	
ETC Source Four	50	8	
ETC Source Four	PAR EA	14	&13 hard-wired in Loge
Altman Borderlights	PAR 56-B	24	6 lamps each
Altman Cyclights	Broad Cyc	8	(3 Cell)
Altman Fresnel	6"	18	
ETC Expression 3	Lighting Board	1	

**Mix Locations:**

Located at center rear orchestra (12' wide area) with standing room approximately 120' ft FOH to stage.



Palace Theater  
19 Clinton Ave, Albany, NY 12207  
Lighting Tech: D. Tarbassian, IATSE Local 14



- NOTES:**
- 1) Color denotes suggested grouping of washes/specials.
  - 2) Lighting fixtures may need to be hung, circuted, focused
  - 3) The Palace Theatre does not own any DMX Fixtures
  - 4) The Palace Theatre has limited gel selection. Specific color may be purchased
  - 5) House dimmers are 20A @120v
  - 6) House lights are controlled DR
  - 7) Some rail lights may be needed for sponsors. Please consult with management.
  - 8) There is an independent line set between the Main Rag & Unt

**Sound Information:**

Quantity	Type	Notes
4	SM 58	
4	Wireless Hand Held	
8	Wireless Body Mics	
10	Wireless Receivers	(Not all wireless can be used at once)
1	Switch Senheizer	
2	DI's	
2	Monitor Wedges	
2	CD Players	
2 CH	2CH Compression	
2 CH	2 CH EQ	
1	Behringer X32	Current v 1.12
5	Martin WT UB's	Under balcony fill speakers

**Press Conferences:**

PPAC has (1) Eiki U4700 LED projector and a 9'x10' Fast fold Screen.

PPAC has (1) Yamaha EX312SE mixer and (2) Yamaha B12 Speakers for press conferences.

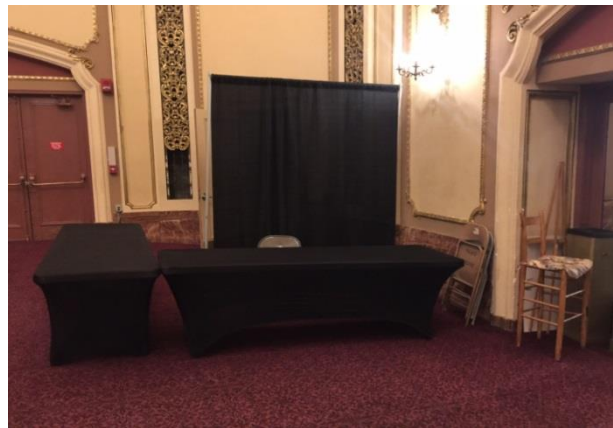


**Other Information:**

PPAC is ADA compliant with a Williams Sound wireless FM listening system with 6 personal receivers.

The Palace Theatre is an **I.A.T.S.E 14** supported theatre. You may contact the business agent, Jimmy Anziano at 518-427-1580, to review any tech requirements you may have **PRIOR** to loading in.

A merchandise area is available in the main lobby of the theater. Please contact Danny Taylor, Operations Director for more information.



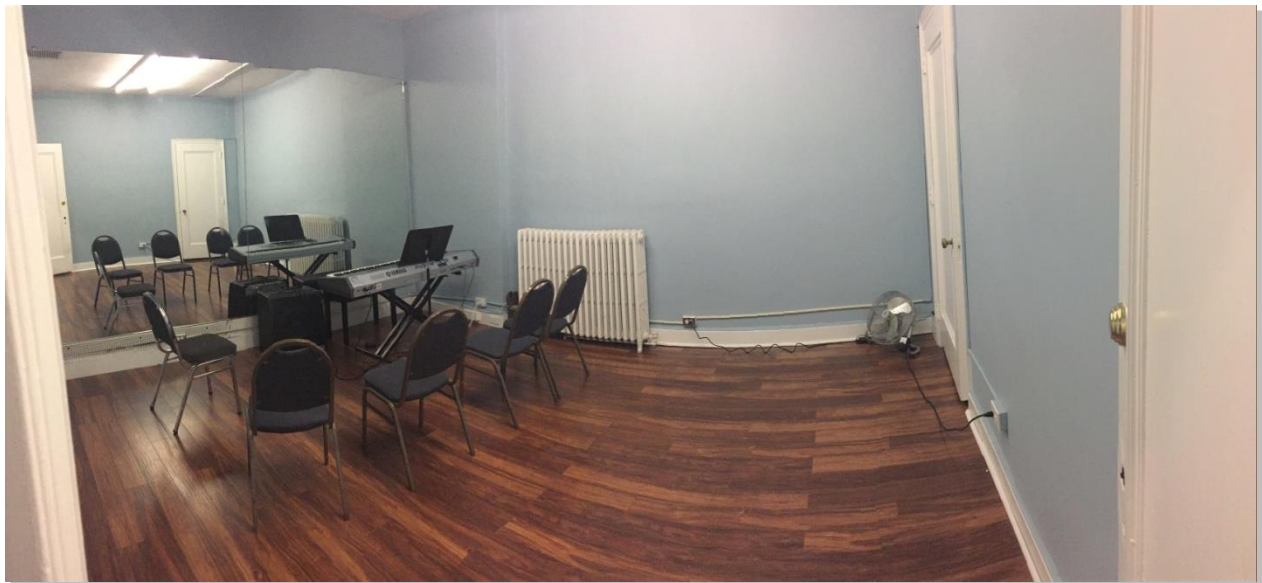
*Merchandise area*



## Studios

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A newly renovated wing of the Palace has added dance and acting studios into our facility. The dance studio features high ceilings and professional-grade, Harlequin spring flooring. The acting studio is a multipurpose space ideal for warm ups, rehearsals, or meetings.





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## What's Around

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### **Hotels:**

#### **Hampton Inn & Suites**

518-432-7000  
25 Chapel St, Albany NY 12210  
0.1 mi. from PPAC

#### **Fairfield Inn & Suites**

518-434-7410  
74 State St, Albany NY 12207  
0.4 mi. from PPAC

#### **Marriott-Renaissance Albany Hotel**

518-396-8471  
144 State St, Albany NY 12207  
0.5 mi. from PPAC

#### **TownePlace Suites**

518-860-1500  
22 Holland Ave, Albany 12209  
1.7 mi. from PPAC

#### **Hilton**

518-462-6611  
40 Lodge St, Albany NY 12207  
0.3 mi. from PPAC

#### **Holiday Inn Express**

518-434-4111  
300 Broadway, Albany NY 12207  
0.7 mi. from PPAC

#### **Albany Morgan State House Inn**

518-427-6063  
393 State St, Albany NY 12210  
1.2 mi. from PPAC

#### **Hilton Garden Inn**

518-396-3500  
62 New Scotland Ave, Albany NY 12208  
2.2 mi. from PPAC

### **Restaurants:**

Albany Pump Station: 518-447-9000  
French Press Café: 518-275-0478  
Angelo's 677 Prime: 518-427-7463  
Yono's Restaurant: 518-436-7747  
Ama Cocina: 518-776-4550  
Bayou Café Downtown: 518-384-7226  
Blue 82: 518-445-8082  
Greenhouse Salad Inc.: 518-514-2055

The Olde English Pub: 518-434-6533  
McGeary's Restaurant: 518-463-1455  
DP American Brasserie: 518-436-3737  
Victory Café: 518-463-9113  
Merry Monk: 518-463-6665  
The Hollow Bar & Kitchen: 518-426-8550  
Pearl St. Pub: 518-694-3100  
Pizzeria 54: 518-432-5454

## Directions

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### **From North:**

From the Northway (I-87), drive south to exit 1E onto I90 eastbound. About 5 miles to the 787 interchange. Follow signs for 787 South. Once on 787, drive one mile to the Clinton Avenue exit 4B. At the base of the ramp are traffic lights. You will be able to see the Palace Theatre ahead of you on the right, one short block up. **Trucks/Buses-** Make right onto Broadway, left onto Wilson St. then left onto North Pearl St.



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### **From South:**

New York State Thruway (90) North to Exit 23. Go through toll. Follow signs for 787 North. Once on 787 North, take the exit marked as Rt. 9 North, Rt.20 west, Downtown Albany. This will place you on a road that parallels 787. Follow signs for Clinton Avenue and take that ramp. At the base of the ramp are traffic lights. You will be able to see the Palace Theatre ahead of you on the right, one short block up. **Trucks/Buses-** Make right onto Broadway, left onto Wilson St. then left onto North Pearl St.

### **From the East:**

Mass Turnpike West (90) to NY State Thruway (90) West. Drive on 90 to exit B1. Go through the toll and arrive on 90 East drive approximately 14 miles to 787 interchange. Take exit for 787 South. Once on 787, drive one mile to the Clinton Avenue exit 4B. At the base of the ramp are traffic lights. You will be able to see the Palace Theatre ahead of you on the right, one short block up. **Trucks/Buses-** Make right onto Broadway, left onto Wilson St. then left onto North Pearl St.

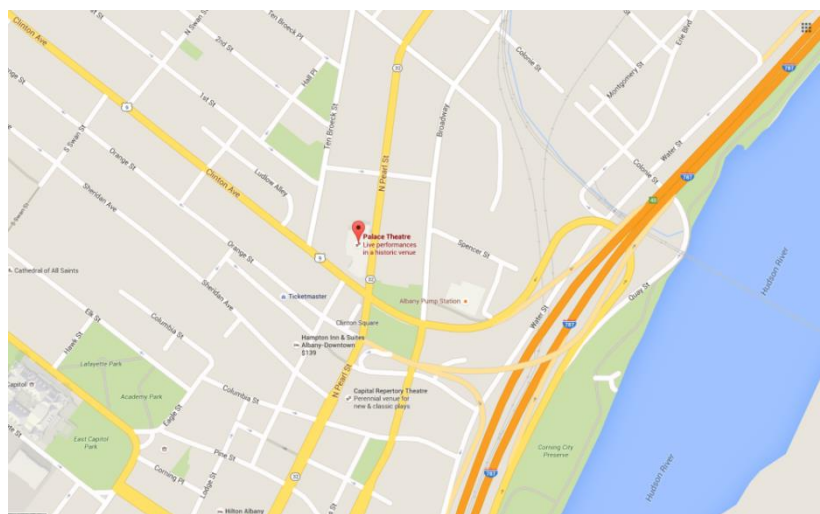
### **From the West:**

New York State Thruway, (90) to Exit 24. Go through the toll and follow signs for 90 East. About 5 miles to the 787 interchange. Follow signs for 787 South. Once on 787, drive one mile to the Clinton Avenue exit 4B. At the base of the ramp are traffic lights. You will be able to see the Palace Theatre ahead of you on the right, one short block up. **Trucks/Buses-** Make right onto Broadway, left onto Wilson St. then left onto North Pearl St.

### **From Vermont:**

Rt 9 West out of Bennington. This becomes Rt 7 in NY. Drive on Rt 7 through Troy, NY. Cross Hudson River on bridge and follow signs for 787 South. Follow 787 South past the I90 interchange. About a mile past the I90 interchange, you will see the Clinton Avenue exit. Take this exit. At the base of the ramp are traffic lights. You will be able to see the Palace Theatre ahead of you on the right, one short block up. **Trucks/Buses-** Make right onto Broadway, left onto Wilson St. then left onto North Pearl St.

[Google maps can be used to search for directions.](#)



**Parking:**

Requirements must be conveyed to the PPAC Staff at least **one week** prior to event to coordinate parking with the City of Albany. There is adequate curbside parking for at least *5 vehicles* (trucks and/or buses).



Above is a map of the parking available for any event.

Sections in yellow are no-parking zones for fire or safety services & disabled individuals.

Sections in blue are the loading dock zones

Additional zones may be requested if necessary.

Sections in red are zones available for parking through our Facilities and Operations Director's.