The Capital, Bendigo

Incorporating Capital Theatre (CT), Bendigo Bank Theatre (BBT) and Banquet Room (BNQ)

Venue Information

The Capital
50 View Street, Bendigo
The Capital Theatre is located on Dja Dja Wurrung Country
03 5434 6100

bveevents@bendigo.vic.gov.au
bendigovenuesandevents.com.au

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Venue Bookings & Further Enquiries

All enquiries regarding the hire of this venue to be directed to:

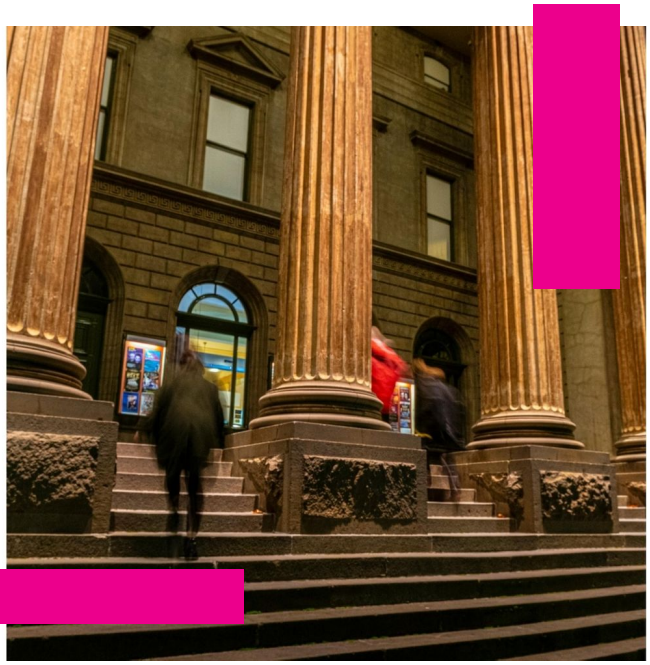
Bendigo Venues & Events
Events Department

03 54346100
bveevents@bendigo.vic.gov.au

THE CAPITAL

Street Address:
The Capital
50 View Street
BENDIGO VIC 3550

Mailing Address:
Bendigo Venues & Events
PO Box 733
BENDIGO VIC 3552



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1. Introduction to The Capital, Bendigo

1.1 History

Originally built as the Sandhurst Masonic Hall in 1873, The Capital was reopened as a performing arts complex in 1991. Today's modern version of this National Trust listed treasure still boasts the Victorian gold rush-era grandeur and ornate decorations within its interior.

The building boasts the finest entry of any arts centre in the nation, with six towering Corinthian columns, a grand portico and awe-inspiring presence due to its 60 metre street frontage. It is an iconic building which is instantly recognisable to most of the region's population.

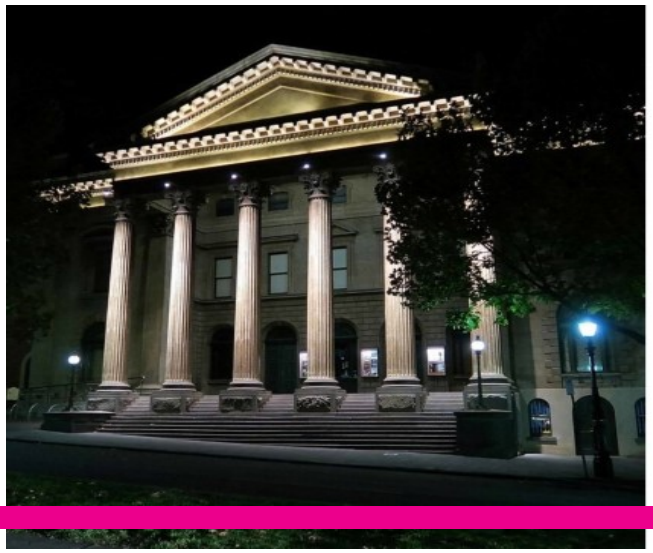
The Capital is one of Bendigo's most popular music, theatre and performance venues hosting over 200 performances of opera, dramas, orchestras, comedy, dance and popular contemporary music. It also hosts a number of large and small meetings, conferences and exhibitions annually.

The venue is an ideal location to stage your performance, conference, seminar, launch, meeting, exhibition or workshop. The beautiful heritage architecture, comfortable facilities, fine food and professional support create an environment where you can concentrate on the most important things – your business and your people.

The auditorium provides an expansive yet intimate performance space catering for 480 patrons. The auditorium and foyer area retain the ornate interior decorations, comfortable seating, excellent sightlines from each seat and modern equipment to assist you with the presentation of your event.

Whether you are planning a speaking engagement, a comedy night or music extravaganza, The Capital can provide you with the ideal space and expertise needed to make it a success.

The Capital and all our staff welcome you as our guest and look forward to assisting you with your production.



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1.2 Foyer & Bars

The Capital Theatre has two foyer levels, connected via the Grand Staircase and passenger lift.

Located on the **Ground Floor Foyer**:

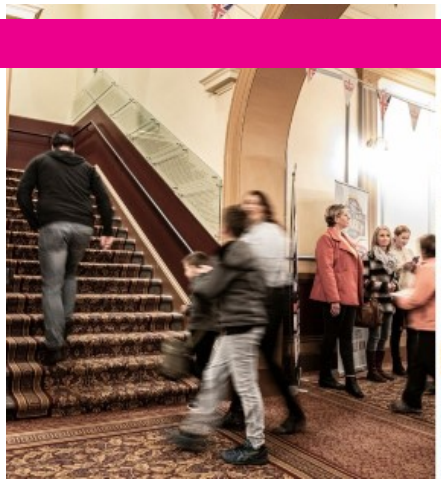
- The *GoTix* Box Office
- The Lanyon Room
- Banquet Room (BNQ)
- Bendigo Bank Theatre (BBT)
- Male, female and accessible toilets

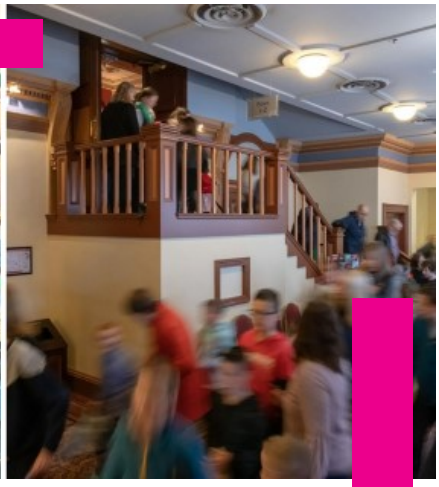
Located on the **Level One Foyer**:

- Capital Theatre Auditorium – Door 1 and Door 2
- The Shades Bar
- Male, female and accessible toilets

The Capital has two bars. The main bar is *Shades* which is located on Level 1 and services audiences attending the main auditorium. The ground floor bar, *The Lanyon Room* can be utilised for events located downstairs or as overflow of bigger audiences from upstairs. Both bars have retained some of the grandeur of the building's original era.

Bendigo Venues & Events has many functions scheduled in its venues at any given time, and hirers may be sharing some facilities, including foyers and bars.





1.3 Merchandise Sales & Locations

The Level 1 foyer situated near Auditorium Door 1 is the best location for your merchandise sales as well as meet-and-greets. We can supply you with dressed trestle tables, chairs and black pin boards. This location is also situated close to the side of stage door allowing quick and unimpeded arrival and departure of artists.

Please discuss requirements with the Events Team or speak with one of our staff onsite to work out what works best for you on the day.

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1.4 Auditorium Seating

The Capital Theatre's auditorium consists of tiered seating with no sight-obscured seats. There is an aisle either side of the centre seating block with a cross over aisle behind Row K extending from Door 2.

- Lower Stalls Capacity 208
- Upper Stalls Capacity: 278
- **Total Venue Capacity** **486**
- 10 Rows from A to K (no Row 'J')
- 15 Rows from L to Z (Rows Y & Z have 4 seat each)
- Serviced by two entry doors (Doors 1 and 2)
- Two additional exit points are open at the conclusion of performances to allow patron exit directly to the View Street Portico.

Row A can cater for a limited number of wheelchair patrons.

You can download a PDF version of the seating map right here – **Click to View Seating Map**

Bendigo Venues & Events reserves the right to allocate seats to FOH Ushers in suitable locations and quantities dependant on safety requirements for your production.

1.5 Air Conditioning

The Capital Theatre, foyers, exhibition spaces, meeting rooms and bars are all air conditioned. The Green Room and main Dressing Rooms contain individual systems, with remote control units to cater for individual temperature needs.

1.6 Accessibility

The Capital's portico and ground floor foyer is accessible via a ramp direct from View Street. Alternatively, entry can be gained from the old carriageway running through the building. Please discuss requirements with the Events Team prior to your production if required.

Access to Level 1 is via a modern elevator. Each level provides an accessible toilet.

A limited quantity of seats can be removed from Row A. Patrons with accessibility requirements are encouraged to phone the box office directly to enable allocation of Row A spaces.

There is no wheelchair access to the stage.

1.7 Assisted Hearing System

The Auditorium is serviced by a Hearing Loop. Please discuss any accessibility needs with the Events Team in advance so that the appropriate arrangements can be made for your event.

1.8 Parking and Local Traffic

The Capital does not have any dedicated car parking spaces available at the venue or the surrounding precinct. There may be a limited quantity of spaces available for touring groups or event organisers within the rear compound. Please discuss requirements with your Event Team.

- The area surrounding the venue's loading dock is also used for catering and venue deliveries, as well as being a shared pedestrian zone for the public.
- The Bendigo Art Gallery also shares this compound area.
- Parking is available in the Queen Elizabeth Oval (QEO) car park at the rear of The Capital Building.
- Vehicles must be loading/unloading to remain in the rear compound.
- Heavy vehicles must confirm access with BV&E prior to arrival at the venue.

The area surrounding The Capital can be one of the busiest areas in the city. Within proximity is a primary school, a large secondary college, the area's main sports ground, the Art Gallery, a popular eating and drinking strip along with our other venue, Ulumbarra Theatre.

A Car Parking Guide to the central business area of Bendigo, including the Capital Theatre Precinct can be viewed or downloaded here on PDF – **Click for Car Parking Guide**

1.9 Load-In Area

The Capital's dock is located at the rear of the building via the public car park. Vehicles can reverse up to the dock where an adjustable dock-leveller can be utilised allowing easy rolling of cases and equipment in to the large goods lift to take it to stage level.

Safety is a high priority at The Capital. The Supervising Technician has the final call on safety and practices within the venue. The contact number for the ST is located on the external stage door.

There is no forklift available for use.

1.10 Storage Space

Storage space is very limited in the venue. Storage of props or performance items post-show require a discussion with the Events Team.

Due to the quick turnaround on bookings, the venue cannot store large quantities of items for long periods of time.

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1.11 Smoking

As with all venues managed by Bendigo Venue & Events, The Capital Theatre is a smoke-free location.

No smoking is permitted anywhere inside or within five (5) metres of any external door way. Should you have any queries or require clarification on the day, please discuss with your Supervising Technician onsite prior to your first break.

1.12 Risk Management

Your production may require the provision of a risk assessment. This assessment will be required pre-production and needs to consider the risks associated with your specific event. The Events Team can assist you with the process.

Aspects to consider:

- Safety checks on your equipment may be undertaken by BV&E staff.
- All mains connected electrical equipment requires a current compliance test tag.
- Overhead equipment must be rigged by a qualified rigger using appropriately certified equipment.
- Location and movement of sets and props.
- Cast members utilising FOH pre or post show.
- The need to sign children in and out of the venue and developing appropriate child safety procedures for your event.

1.13 Emergency Warning System

All Bendigo Venues & Events properties are equipped with appropriate fire detection and emergency systems. The Capital is no exception and operates a state-of-the art detection system.

Any use of theatrical haze, smoke, incense, candles or other items emitting fumes needs to be authorised by the Venue's Supervising Technician prior to being activated.

Certain areas of the building can be isolated to allow these types of effects to take place without signalling an evacuation but it is crucial to inform the Venue staff prior to using them.

In the event of an emergency scenario, all directions from the Supervising Staff at the venue need to be followed.

An induction will be held by the Supervising Technician at the first toolbox meeting.

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1.14 Onsite Shared Facilities

The Capital is managed by Bendigo Venues & Events (BV&E), a Business Unit of the City of Greater Bendigo. The venue can be particularly busy and in demand at certain times of the year.

Any concerns that you may have regarding the sharing of facilities, noise impacts, parking or other potential issues should be raised with the Events Team in pre-production.

1.15 Box Office Services

GoTix is the ticketing service managed by Bendigo Venues & Events and is proudly owned by and operated by the City of Greater Bendigo.

GoTix provides the ticketing for events and performances conducted at our suite of venues as well as for other events across the Bendigo region.

All hirers for performances and events in BV&E's spaces are required to use the in-house ticketing service to manage ticket sales.

The Capital Theatre's Box Office is open weekdays 10.00am to 2.00pm and one-hour prior to each performance. Tickets can also be purchased 24/7 online from the *gotix.com.au* website.

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2. Technical Information

2.1 Hire Options

Several hiring options are available. Please contact Bendigo Venues & Events to discuss your requirements. Operation of The Capital Theatre requires a minimum of three venue technical staff.

2.2 Stage Description

Unraked raised stage in proscenium arch format with pronounced apron area forward of the proscenium.

The stage surface is tempered Masonite sheets painted black.

Stage distributed load limit: 7.50 kPa (750kgs per square metre)
Stage point load limit: 4.50 kPa (450kgs)
Down Stage of Proscenium load limit: 2.75 kPa (275kgs)

2.3 Stage Dimensions

Capital Theatre Stage Dimensions Plan refer to **Appendix 1: Capital Stage Dimensions Plan**

Stage height from stalls floor 930mm

Proscenium

- Width: 6924mm at stage level (column skirts)
  7284mm at top of arch columns
- Height: 5880mm
- Setting Line 3570mm US from DS edge of stage

Distance from Setting Line at centre line to:

- DS edge of apron 3570mm
- First fly line 295mm
- Last upstage fly line 7950mm
- Rear wall 13200mm

Distance from Centre Line to:

- USOP wall (or obstruction) 6036mm
- USPS wall (or obstruction) 6983mm

Overhead obstructions

- Stage to underside of grid 6950mm to 8200mm (refer to Flying System Diagram)
- Air conditioning duct on Prompt Side 4640mm
- Fly floor Height 5150mm

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2.4 Orchestra Pit

There is no orchestra pit in The Capital Theatre.

2.5 Stage Drapes

Type	Material	Colour	Width	Height	Qty Hung	Spare
House Curtain	Velvet	Red	4600mm	6900mm	2	
Borders	Velvet	Black	9500mm	2000mm	4	
Legs	Velvet	Black	3200mm	6000mm	6	2
Tabs	Velvet	Black	4750mm	6500mm	4	
Cyclorama	Cotton	White	9200mm	7500mm	1	

2.6 Access to Stage

Loading
Loading Dock Truck access for the Capital is via the Queen Elizabeth Oval car park. Trucks are to reverse up to loading dock for end loading.

Stage level is above ground level and only accessible via the loading goods elevator.

Loading Dock

Height from ground: **1000mm**
Width: **4400mm**
Depth from dock edge to elevator roller door: **3800mm**

The loading dock incorporates a dock leveller, goods elevator and scissor lift in front of the loading dock for when truck level access is not appropriate (i.e. ground level loading, or trailer level loading).

Dock Leveller

- Capacity 12500kgs
- Width 2100mm

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Goods Elevator

• Capacity	2000kgs	Door Height	3450mm
• Door Width	2780mm	Inside Height	5600mm
• Inside Width	2950mm	Inside Depth	2990mm
• Diagonal	4000mm		

Scissor Lift

• Capacity	1500kgs
• Length	2000mm
• Width	1500mm

2.7 Height Access Equipment Onsite

Elevated Work Platform (EWP)
The EWP available is a JLG 25AM push around vertical lift which provides a maximum working height of 9400mm (7670mm platform height) with a SWL of 160kg in the basket including the operator.

Outriggers must be used and all users must hold a current under eleven (11) metres EWP card or a higher qualification.

Ladders
The following Ladders are available for hirers' use:

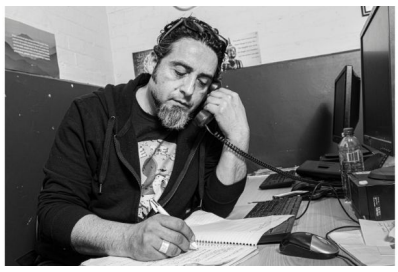
- 1 x 1.8m (6ft) Fibreglass A-Frame Ladder
- 1 x 2.75m (9ft) Fibreglass Platform Ladder – Platform at 1.70m (5.6ft)
- 1 x 0.9m (3ft) A-Frame Ladder

2.8 Care of Venue Surfaces

The Capital is an 1870's Gold Rush-era building and is considered a highly valuable asset amongst the region's community. Bendigo Venues & Events requests your cooperation in assisting us to respect this value and to contribute to its longevity by protecting it from any damage.

Nothing is to be fixed to walls or any other surfaces. This includes blu-tac and tape products. Any decorations or signage must be free-standing. There is to be no leaning or tying-off of ladders or other objects against walls and other surfaces.

Please discuss requirements or concerns with the Events Team prior to the event.



2.9 Stage Electrical

All portable electrical appliances and equipment must be fitted with a current test tag complying with AS/NZS 3760 including stage props or practicals.

	General Purpose Outlet		3 Phase 5pin Outlet		
Location	10 Amp	Green Power (Audio)	40 Amp	32 Amp	Green Power (Audio)
Upstage PS		1	3		
Downstage PS Offstage	1	1		1	
Upstage OP		1			
Downstage OP	1	1		1	
Upstage Rear Wall	1				
Fly Floor (at Dimmers)		3 x 15A	2 one in use for house distro		
Substage DS		3 x 15A	1		
DS Floor Traps 1-5		1 in each (total 15A)			
Production Pit – low side of crossover	1	1			
Control Booth	1	1			
Downstage PS Proscenium	2	1			

- 100amp for General Power
- NOTE: Green Power supply is a total of 90A across the building (Includes the Capital Theatre and Bendigo Bank Theatre)

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3. Flying Information

3.1 Flying System

Full hanging plot refer to **Appendix 2: Capital Theatre – Hanging Plot**

The flying system is a single purchase counterweight type which is operated from stage level.

More than four fly movements during the performance requires a dedicated fly operator at an additional cost. Please discuss requirements with the Events Team.

There is a limited height fly tower which restricts access/use to that of a rigging system. Roof structure is three different heights.

3.2 Fly System Details

- Total number of installed Lines 17
- Panorama Lines None
- Batten Type 48mm O/D pipe
- Batten Length 9200mm
- Batten Pick-ups 4 pick-ups at 2650mm intervals
- Batten Point Load 100kgs
- Batten W.L.L. 250kgs
- Cradle Capacity 250kgs
- LX / Fly bars cannot be swung

3.3 Fly System Notes & Restrictions

All items requiring suspension from Capital building structures must be rigged with rated equipment and display the weight of each item to suspend. Any load attached to the building structures may be subject to approval by venue representative.

Limited rigging hardware is available in-house. This includes round slings of varying lengths, bow shackles and wire rope droppers.

Any proposed suspended loads that are not clearly labelled with their weight or where a load is suspected of being more than its stated weight, that load can be tested with a Load Cell. This testing may incur additional costs to the client.

Access to fly floor is from Downstage Prompt.

The lower roof height on Lines 1-6 prevents any major weight change, please discuss use of these lines (including LX 1) with the Event team during the booking process.

All users of The Capital's flying system must follow the guidelines of Bendigo Venues and Events procedures. Please discuss your use and requirements of the fly system with Technical Services Supervisor.

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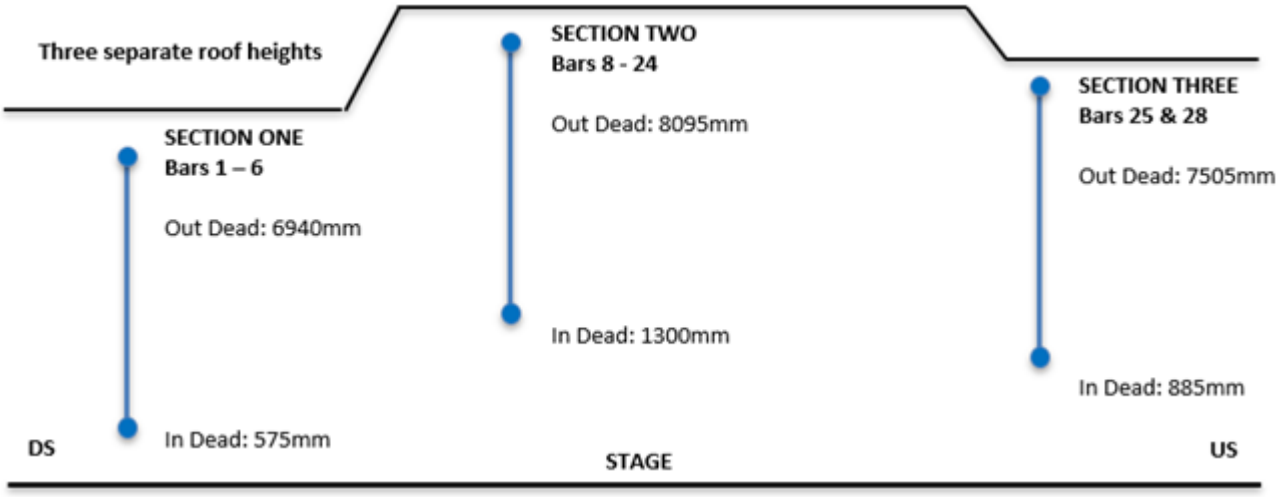
3.4 Flying System Diagram

Diagram of limited height fly tower, demonstrating batten in dead and out deads.



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4. Lighting Information

Standard LX Plot refer to **Appendix 3: Capital Theatre – Standard LX Rig**

4.1 Bar Positions

LX 1	Setting Line to lighting bar:	0.95 metres
LX 2	Setting Line to lighting bar:	2.73 metres
LX 3	Setting Line to lighting bar:	5.35 metres
LX 4	Setting Line to lighting bar:	6.50 metres

Orchestra Truss

Setting Line to centre of truss:	2.4m
Standard trim height:	6m
Usable bar width:	12 metres
Capacity:	Total load 700kgs

FOH Bridge #1

Setting Line to lighting bar:	12.30 metres to setting line @ 48°
Usable bar width:	13.13 metres with restrictions:
Notes:	Access in the FOH slot is very tight and focus is difficult. Lighting fittings are positioned between ceiling joists restricting any cross stage focus.

FOH Perches (PS & OP)

Hanging lights on these perches is time consuming to rig and focus and will therefore incur additional time and cost that must be pre-arranged with the Event team.

4.2 House Lights

A combination of LED par downlights and decorative tungsten uplights at side walls.

- Independent control: Yes
- Control locations: Control room & SM Desk
- Fade time adjustable: No
- Preset Levels: 1 = 100%, 2 = 50%, 3 = 25%, 4 = 0%

4.3 Stage Lighting Control

Lighting Console: ETC ION XE 12k **Control channels:** 12288

Signal output: DMX
Two universes of DMX which run to DD8 Patch Panel on Prompt side Rack, DMX can be distributed to Dimmers, Orchestra Truss, House LX 1, LX2 & LX3 and various points at stage level.

Remote control: Apple iPad

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4.4 Dimmer Racks

Dimmer QTY	Location	Type
96	PS Fly Floor	Wall-mounted LSC GEN X (10A)

4.5 Stage Lanterns

Profiles:

Make	Model	Angle	Details / Accessories	Watt	QTY
Selecon	Pacific	23° - 50°	A size gobo	1000	14
Selecon	Pacific	12° - 28°	A size gobo	1000	13
Selecon	SPX	15° - 35°	A size gobo	800	21

Floods:

Make	Model	Angle	Details / Accessories	Watt	QTY
Selecon	8” Fresnel	7° - 60°	Barn Doors	1200	26

Moving Head Spots:

Make	Model	Angle	Details / Accessories	Watt	QTY
Chauvet Professional	Maverick Force X Spot	3.5° - 57.7°	CMY/ Gobo Wheels	520	5

LEDs:

Make	Model	Angle	Details / Accessories	Watt	QTY
ProShop	LED PAR Quad18	25°	RGBW	144	7
Chavuet DJ	SlimPAR Pro H USB	24°	RGBWA UV	96	16

Cyc Units:

Make	Model	Details / Accessories	Watt	QTY
Prolights	EclCyclorama 050	RGB + Warm White Colour mixing	400	4

Followspots:

Make	Model	Angle	Details / Accessories	Watt	QTY
LDR Astro 600	6000k	8° - 16°	6 Colour Magazine	600	2

Additional Equipment:

Item	Details / Accessories	Watt	QTY
Mirror Ball	12 inch / with motor *Additional labour is required to rig this ball*	NA	1

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4.6 Cabling

The Capital has an adequate stock of extension leads and DMX cable in a range of lengths to accommodate the venue's standard lighting rig. Please discuss any additional needs with your Events Officer.

4.7 Lighting Notes

Lanterns for standard arrangement cannot be relocated without prior discussion. All lamps are complete with hook clamp, globe, barn doors and shutters.

The standard lighting rig is sufficient for most needs and has been designed to provide individual adjustments to suit each production without major modification. Any changes that are made to the standard lighting rig must be reset to standard within the client's venue hire time.

5. Audio Visual

5.1 Projector

Input: HDMI
Content Ratio: 16:9

Type	Model	Details	Accessories	QTY
EPSON	EB-PU2213B	13,000 lumens	Short Throw Lens	1

5.2 Projection Screen

Projection options are rear project onto fastfold or cyc. Fastfold is 180'' 3985 x 2240 (16:9). Projector located up stage for rear projection onto cyc or fastfold at mid stage. Alternatively, the projector can be moved to fly line 14 for projection onto the cyclorama on line 28. Please discuss requirements with the Events Team in pre-production.

5.3 AV Playback Equipment

Item	Model	Detail / Accessories	QTY
Apple	Mac Mini	Q-Lab	1

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6. Audio Information

6.1 Overview

The Capital PA is an active 4-Way KV2 System. The main Left and Right flown speakers are KV2 ESR 215 which are hung approximately 1.0m downstage of our orchestra truss.

Each box features 2 x 15” bass drivers, a single 8” horn loaded midrange driver and a single 3” throated hi frequency driver. These boxes are driven by a 3000watt 6 channel amplifier. Dispersion of each box is 110 degrees horizontal by 40 degrees vertical.

Under the front of the stage are 2 x KV2 VHD2.18J subs driven by a stereo 3200watt amplifier. There is one KV2 EX26 powered front fill box mounted under the lip of the stage. There are two KV2 EX12 powered front fill boxes mounted on the walls each side of the stage. System control is via a KV2 SAC2 analogue system processor mounted side of stage.

There are 2 x shielded Cat6A runs from stage to the control room.

6.2 FOH Control Positions

Control Room: Dedicated position rear centre of auditorium with open window to auditorium
Auditorium: Located rear centre of auditorium directly in front of control room in rows W and X. To reinstate the 10 seats for sale will incur additional cost.

6.3 Control and Amplification

Mixing Console:
1 x Yamaha DM7 FOH
1 x Yamaha Rio 3224 – D3 Stage Box
1 x Yamaha QL1 Monitor (bookable upon request)

Amplifiers:
1 x KV2 ESR 3000
1 x KV2 VHD 3200
3 x MC²E25 stereo power amplifiers

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6.4 Speakers

FOH Speakers

2 x KV2 ESR 215	Flown left and right
2 x KV2 VHD 2.18J Sub-woofers	Under front edge of stage
1 x KV2 EX26 for front fill	Centre
2 x KV2 EX12 for front fill	Left and right

Fold back

6 x JBL SRX 712M 12” 2-Way passive

6.5 Drum Fill

The drum fill is mounted on a dolly including power amps and speakers and driven from 2 sends. (available on request)

1 x EV Xi-1152 X-Array 2-Way Cabinet
1 x Turbosound TSB-212 Sub
2 x Crown Audio CDi 4000 Power Amplifiers

6.6 Microphones

Make	Model	Type	QTY
Sennheiser	HSP Essential	Wireless Headset	4
Sennheiser	EW G3	Wireless Handheld	3
Sennheiser	EW G4	Wireless Handheld	1
Sennheiser	E935	Microphone Capsule (Cardioid)	2
Sennheiser	E945	Microphone Capsule (Super-Cardioid)	2
Sennheiser	E906	Dynamic Guitar Microphone	1
Sennheiser	E901	Condenser Floor Microphone	2
Rode	M5	Condenser Instrument Microphone	7
Sennheiser	E902	Dynamic Kick Drum Microphone	1
Sennheiser	E904	Dynamic Drum Microphone	4
Shure	SM57	Dynamic Instrument Microphone	5
Shure	SM58	Dynamic Vocal Microphone	5
Sennheiser	E945	Dynamic Vocal Microphone	2
DPA	4099 piano	Condenser Piano Microphone Pair	2
AKG	C568 EB	Condenser Shotgun Microphone	1
Audix	ADX40	Hanging Choir Mic	5
KV2	JKA	Acoustic DI	3
KV2	JK2	Stereo DI	1
Radial	PRO D2	Stereo DI	1
ARX	USB-DI	Stereo USB DI	1
BSS	AR133	Mono DI	3

6.7 Stands

Make	Model	QTY
K & M	Short Boom	10
K & M	Tall Boom	10
K & M	Round Base Stand	5

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6.8 Line Patching (XLR)

Location	QTY	Numbering	Detail
Prompt Corner	32in / 24out	1-32 / 1-24	Yamaha Rio 3224-D3
DS Trap 1	4	M001-M004	
DS Trap 2	4	M005-M008	
DS Trap 3	4	M009-M012	
DS Trap 4	4	M013-M016	
DS Trap 5	4	M017-M020	
Production Desk	2		2 returns to Prompt side
OP to Prompt side	16in / 4out	OP1-OP20	16 sends and 4 returns

6.9 Fold Back Patching (NL2)

Location	QTY	Numbering
DS OP Wall	1	SP001
DS Trap 1	1	SP002
DS Trap 2	1	SP003
DS Trap 3	1	SP004
DS Trap 4	1	SP005
DS Trap 5	1	SP006
DS PS Wall	1	SP007
DS OP Proc Wall	2	SP008-SP009
DS P Proc Wall	2	SP010-SP011
Mid Stage OP	2	SP012-SP013
Mid Stage Prompt	4	SP014-SP017

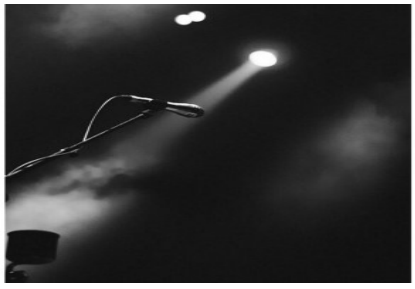
6.10 Audio Data

4 x Cat6A dedicated data runs between prompt side corner and the control room for use by visiting productions. AD01 - AD04.

2 x shielded Cat6A runs from prompt side stage rack to the control room (used in standard by the DM7 audio mixer). AD05 – AD06.

6.11 Cabling

The Capital has an adequate stock of cable to accommodate the venue’s standard equipment. Looms include 20m 24ch with 4 returns plus a selection of 8 and 4 channel XLR 10m looms.



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7. Backstage Information

7.1 Stage Management

A designated Stage Management Desk (SMD) is in prompt corner.

The desk is fitted with a light, talkback facilities, dressing room paging, house-light control and performance video monitor.

Wireless Talkback
Master Unit: FreeSpeak II base station (connected to the wired system)
Headsets: 4 Clearcom headsets with FreeSpeak wireless packs

Wired Talkback
Sub stations: 6
Headsets: 6

Talkback Patching located at:

Fly gallery OP	Upstage PS	Downstage OP	Production desk
Control room	Follow spot room	Downstage PS	

Paging / Show Relay
Paging to the dressing rooms and green room is available from the SMD. Show relay can be distributed to all dressing rooms, green room and foyers.

Stage Monitor
TV set up in prompt corner, Dressing Room 3 and SMD. A camera is located centre of followspot room directly above the control room.

7.2 Toilets

There is limited backstage toilets other than those located within dressing rooms.

- 2 x Unisex toilets on Ground Floor outside Green Room

7.3 Dressing Rooms

All Dressing Rooms are on the first floor, one level below stage level. All rooms include wardrobe racks, mirrors, lights and makeup benches.

Dressing Room	Capacity	Toilets	Shower
Dressing Room 1	6	1	Yes
Dressing Room 2	4	1	Yes
Dressing Room 3	20	1	Yes
Dressing Room 4	20	1	Yes

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7.4 Laundry and Wardrobe

Make	Model	QTY	Type
Whirlpool	7244E	1	Washing machine top load
Fisher & Paykel	ED56	1	Electric Tumble Dryer
Sunbeam	SR6550	2	2400w Electric Iron
Sunbeam	SB4300	1	Ironing board
Robinhood	IC1300	1	Fold down ironing station

Please provide your own detergent and fabric softener.

7.5 Production Facilities

Production Desk
Production desk can be set-up in the centre walkway in the auditorium. The table accommodates two people with desk lights, lighting desk, talkback and shout microphone. Wi-Fi available on request.

7.6 Green Room

A Green Room is located on the ground floor and close to the foot of the stairs leading to the Dressing Rooms and the Stage level. Two toilets are located off the Green Room as well as a basic kitchenette where you can find cutlery, crockery, glassware and some basic kitchen utensils. It also contains a large dining table and chairs, a comfy couch and other seating. A split system Air Conditioner and TV screen to relay from the stage are also contained in the Green Room.

The Green Room is intended to be a private environment for exclusive use of artists, crew, staff and their guests. Please advise one of the Supervising Staff should you have any guests attending to ensure they are escorted to the Green Room when suitable.

Tea & Coffee facilities:	Yes	**Fridge / Freezer:**	Yes
Bar Fridge:	Yes	**Kettle:**	Yes
Microwave Oven:	Yes	**Running hot/cold water:**	Yes

7.7 Stage Door

The Capital's Stage Door is located beside the loading dock at the rear of the building. Access is via the Queen Elizabeth Oval gates which leads in to the rear compound of the theatre.

The security of back stage and the venue itself is very important. Passes (FOB's) and keys are available to assist with this security and can be utilised by hirers. Please discuss requirements with the Events Team prior to your production.

The Capital does not employ a stage door attendant, however a staff member can be provided at a cost to the hirer if required. Hirers are welcome to provide their own door attendant for the sole purpose of providing security, check-in or sign-in procedures. This is particularly important for larger groups, schools or other groups including children. During performances, the stage door will remain locked unless otherwise discussed and agreed to an alternative arrangement.

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7.8 Other Facilities and Services

The Capital has a range of provisions available onsite for use by hirers. Please discuss your requirements with your Event Team. External hires can be arranged.

Stage Risers
Quatro adjustable stage risers with grey carpet tops

Dimensions:	1000mm(W) x 2000mm (L)
Quantity:	8
Height:	Adjustable from 400mm to 600mm at 50mm increments
Accessories:	2 x Stairs
	8 x Handrails (stored off-site)
	Skirts to suit

Music Stands

RATstands (black)	Quantity:	10

Trestle Tables

2130mm x 780mm	Quantity:	3

Tall round bar tables can be arranged. Black skivvy skirts or white linen cloths can be supplied.

Chairs

Maroon chairs for side stage use	8
Orchestral Chairs	4
Black Padded Stools	2

Cushioned function style chairs are available, as is a Lectern. Please discuss any requirements with the Events Team in pre-production or venue staff onsite.

7.9 Pianos

The venue is equipped with two Steinway Grand Pianos. The pianos are stored in the piano store located upstage OP.

Tunings for our piano are undertaken by our trusted piano tuner. Any special requirements with the tuning of the instrument should be discussed with your Event Team as early as possible so they can be communicated with our tuner.

Venue hire fees do not include the use or tuning of the piano.

1 x Steinway and Sons 9’ Concert Grand Piano

Model:	D274	**Cabinet finish:**	Polished Ebony
Length:	2740mm	**Width:**	1560mm

1 x Steinway and Sons 5’ Small Grand Piano

Model:	O-180	**Cabinet finish:**	Polished East Indian Rosewood
Length:	1800mm	**Width:**	1460mm

No food, liquid or substantial props are to be placed in the piano at any time. Any movement required for the instrument should be undertaken by venue staff where possible.

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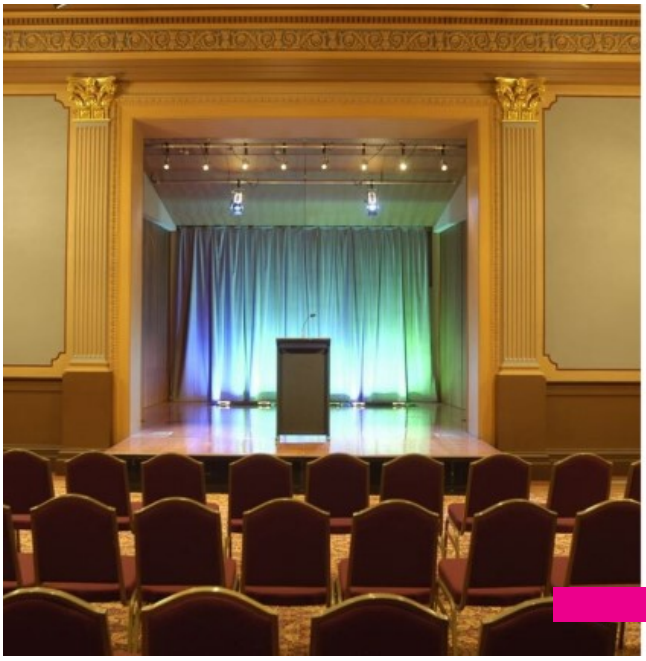
8. Bendigo Bank Theatre (BBT)

8.1 Historical

The Bendigo Bank Theatre was the original Lodge Room of the Golden and Corinthian Lodge and the major focus for Masonic activity in the building. Original motifs in the plasterwork reflect the room's former use.

A program of restoration has seen the original colour scheme reinstated and the reapplication of gold leaf.



8.2 General

The Bendigo Bank Theatre is a popular and versatile space utilised for a variety of activities - ranging from theatrical performances such as Cushion Concerts, contemporary and fine music events to meetings, conferences and wedding ceremonies.

Depending on the configuration, it can seat up to 120 guests comfortably. The room contains lighting and audio infrastructure. This theatre is an ideal venue for fine music due to its intimacy and excellent acoustics.

The shell alcove contains the heritage listed Weber Fortepiano, not available for use.

The Bendigo Bank Theatre is located on the ground level of the iconic Capital building with easy access from View Street. The space can be utilised as a stand-alone hire or combined into your larger hire of the venue.

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8.3 Auditorium

The Bendigo Bank Theatre can be configured to meet your requirements. Whether it be theatre seating for a performance on the stage, a training session on several round tables or a stand-up reception, the BBT can be tailored to suit your event. The chairs provided in the room are single metal framed chairs with comfortable upholstery.

Capacity based on configuration must be confirmed with the Event Team prior to event day.

8.4 Foyer

The Capital Ground Floor Foyer services the Bendigo Bank Theatre.

Located in the **Ground Floor Foyer**:

- The *GoTix* Box Office
- The Lanyon Bar
- Banquet Room (BNQ)
- Bendigo Bank Theatre (BBT)
- Male, female and accessible toilets

Bendigo Venues & Events has many functions scheduled in its venues at any given time, and hirers may be sharing some facilities, including foyers and bars.

8.5 Access to Room and Stage

Access for bump-in to the Bendigo Bank Theatre is via side entry door located in the carriageway. This area is serviced from the loading dock area at the rear of the main theatre building.

Side Entry	**Width:**	1720mm
	Height:	2100mm
BBT Room Entry	**Width:**	1368mm
	Height:	2570mm

8.6 Room Dimensions

Main Space	**Length:**	15200mm
	Width:	9140mm
Stage	**Depth:**	4676mm
	Width:	4912mm
Proscenium	**Width:**	3960mm
Stage Ext	**Depth:**	1000mm
	Width:	4000mm
Shell Alcove	**Depth:**	1860mm
	Width:	3670mm

8.7 Lighting Information

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Standard lighting rig refer to **Appendix 4: Bendigo Bank Theatre – Standard LX Rig**

Houselights

The houselight system contains Pendant Fittings and Ceiling Downlights controlled from a wall plate located next to the entry door.

Preset Levels via Buttons: 1 - 100%
2 - 75%
3 – 35%
4 - 0%

The distance from the floor to the bottom of light pendants is 3150mm.

Stage Lighting Control

Lighting Desk: LSC Minum
Control Channels: 24
Signal Output: DMX 512
Signal Distribution: One stream of DMX to dimmers via patch points
Remote control: No

Dimmer Racks

Total Dimmers: 24
Dimmer Location: Backstage, US OP
Dimmer Type: Bytecraft Solution 12 (2.4kW)

Patch outlets

There is a total of 65 patch points, located:

- above stage
- above room, in circuit tube
- in floor traps

The patch panel is located backstage.

Stage Electrical

All portable electrical appliances and equipment must be fitted with a current test tag complying with AS/NZS 3760 including stage props or practicals.

	General Purpose Outlet		3 Phase 5pin Outlet	
Location	**10 Amp**	**Green Power (Audio)**	**40 Amp**	**32 Amp**
Back stage at dimmers	3		0	0
Dip Traps	10	6		

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Suspension

Circuit tube in square configuration fastened to pick up points in the ceiling.

Stage Luminaire

Profiles:

Make	Model	Angle	Details / Accessories	Watt	QTY
Strand	SL	15° - 30°	B size gobo	600	6

Washes:

Make	Model	Details / Accessories	Watt	QTY
Selecon	Fresnel	Barn Doors	1200	2
Selecon	Acclaim Pebble Convex		650	4

8.8 Audio Visual

Projector

Epson EB-L630U Projector fixed to ceiling and front projects to screen

Projection Screen: Motorised from above stage

Screen Dimensions: 3300x1900mm

Playback Equipment

Lenovo Conferencing Laptop (must be booked in advance – additional fee applies)

8.9 Audio Information

Control & Speakers

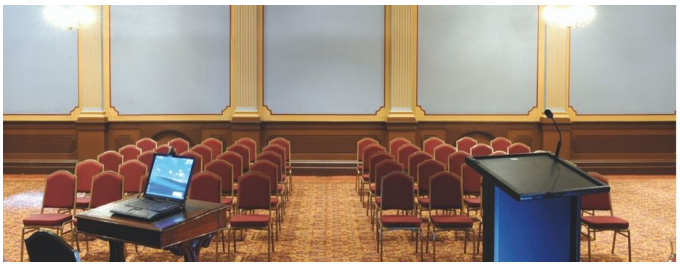
Audio Desk: Allen and Heath Qu-SB
Apple iPad available as remote control

FOH Speakers: 2 x KV2 EX6

Microphones: 2 x Sennheiser E-845 wireless handheld microphones and stands (must be booked in advance – additional fee applies)

Line Patching

The Allen and Heath Qu-SB has 16 XLR inputs and 12 XLR outputs, positioned prompt side and close to stage. There are 4 XLR tie lines and 2 XLR return lines to prompt side in traps at the front of the stage.



8.10 Other Equipment

Speaker Lectern

1 x Black Lectem Classic with goose neck light and microphone is available for use.

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8.11 Piano

The Bendigo Bank Theatre is equipped with a Kawaii Baby Grand Piano which is stored on the choral stage within the BBT room itself.

Tunings for our Piano are undertaken by our trusted piano tuner. Any special requirements with the tuning of the instrument should be discussed with the Events Team as early as possible so they can be discussed with our tuner.

Venue hire fees do not include the use or tuning of the piano.

Kawai 5’10” Baby Grand Piano

- Model: RX2
- Cabinet finish: Polished Ebony
- Length: 1780mm
- Width: 1520mm

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9. Banquet Room (BNQ)

9.1 History

The Banquet Room was originally several smaller rooms and acted as the Mason's private entry foyer. In the 1920s, it was substantially altered to become the Supper Room of the Golden and Corinthian Lodge.

9.2 General

The Banquet Room is commonly utilised for a variety of activities - ranging from meetings, registrations, hospitality, gatherings, conferences and wedding ceremonies.

Depending on the configuration, it can seat up to 160 guests comfortably. The room contains limited audio infrastructure.

The Banquet Room is located on the ground level of the iconic Capital building with easy access from View Street. The space can be utilised as a stand-alone hire or combined into your larger hire of the venue.

9.3 Seating

The Banquet Room can be configured to meet your requirements. Whether it be theatre seating for a presentation, a training session on a number of round tables or a stand-up reception, the BNQ can be tailored to suit your event. The chairs provided with the room are single metal-framed chairs with comfortable upholstery.

Capacity based on configuration must be confirmed with the Events Team prior to event day.

9.4 Foyer & Entry

The Capital Ground Floor Foyer services the Banquet Room. Your guests are also able to enter the BNQ directly from a double door on the Portico to avoid using the potentially busy foyer and Box Office area.

Located in the **Ground Floor Foyer**:

- The *GoTix* Box Office
- The Lanyon Bar
- Banquet Room (BNQ)
- Bendigo Bank Theatre (BBT)
- Male, female and accessible toilets

Bendigo Venues & Events has many functions scheduled in its venues at any given time, and hirers may be sharing some facilities, including foyers and bars.

9.5 Access to Room

Access for bump-in to the Banquet Room is via side entry door located in the carriageway. This area is serviced from the load dock area at the rear of the main theatre building.

Side Entry	**Width:**	1720mm
	Height:	2100mm

For larger events or bulky items, the room may be accessed directly from the carriageway. Please discuss this with the Events Team prior to your booking so that arrangements can be made for this access. The carriageway is a public pedestrian thoroughfare during the day. There is an approximately 200mm height difference from carriageway level to Banquet Room floor.

Direct Entry	**Width:**	1480mm
	Height:	2420mm

9.6 Room Dimensions

Length: 13800mm **Width:** 13400mm

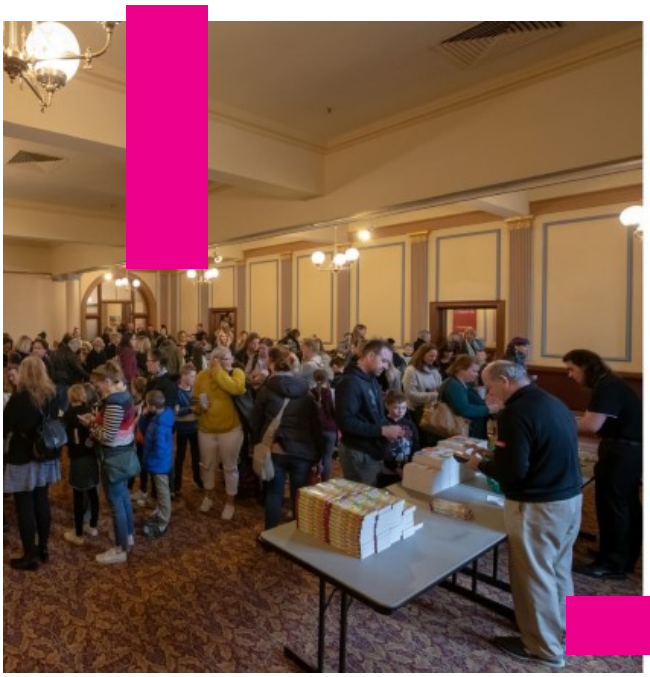
9.7 Lighting Information

Houselights

The room is lit with two circuits of houselights operated from dimmer switches located near the main entry door. One circuit controls an array of pendant style lights, with the other controlling small floodlights.

Stage Lighting

No stage lighting facilities are available in this space.



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9.8 Audio Visual

Projector

Epson EB-L630SU Projector fixed to the ceiling and front projects to the screen.

Projection Screen: Motorised and is bordered on all edges by a burgundy curtain.

Screen Dimensions: 2950x2215mm

Playback Equipment

Lenovo Conferencing Laptop (must be booked in advance – additional fee applies)

9.9 Audio Information

Control & Speakers

Audio Desk:	Allen and Heath Qu-SB (Located in Bendigo Bank Theatre) Apple iPad available as remote control
FOH Speakers:	2 x KV2 EX6
Microphones:	2 x Sennheiser E-845 wireless handheld microphones and stands (must be booked in advance – additional fee applies)

9.10 Other Equipment

Lectern

1 x Black Lectrum Classic with goose neck light and microphone.

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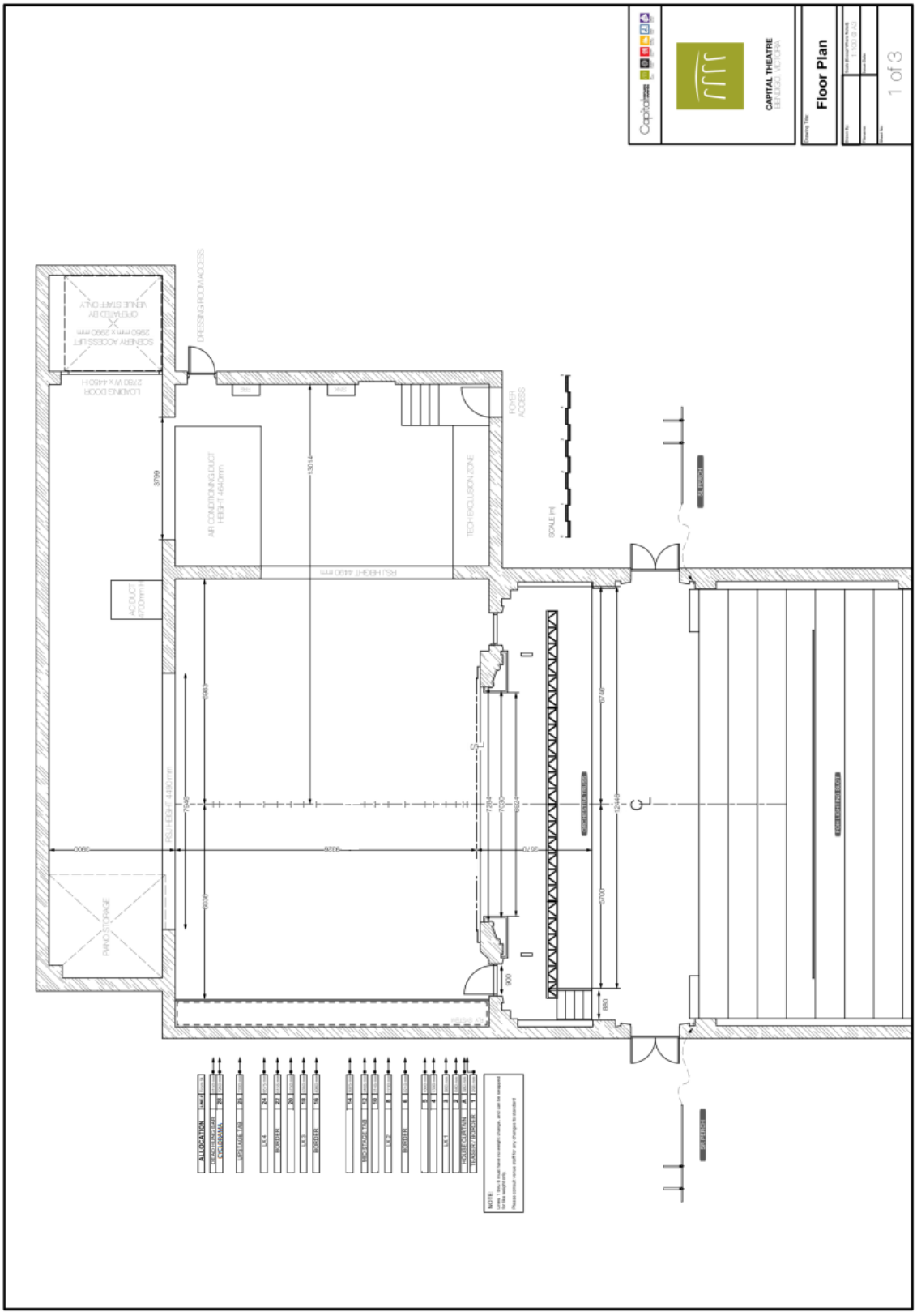
10. Appendices

Appendix 1: Capital

Stage Dimensions Plan



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Appendix 2: Capital Theatre – Hanging Plot

All Line Types are Single Purchase. All Working Load Limits (WLL) are 250Kgs

Line No.	Distance from SL	Line Type	W.L.L (kg)	Venue Allocation
Stage Front	-3670mm			
1	295mm	SP	250	Teaser / Border
A	380mm	Dead Hung	n/a	House Curtain (French Action only)
2	640mm	SP	250	
3	950mm	SP	250	LX 1
4	1330mm	SP	250	
5	1600mm	SP	250	
6	2210mm	SP	250	Border
8	2730mm	SP	250	LX 2
10	3145mm	SP	250	Border
12	3465mm	SP	250	Mid Stage Tabs (French Action only)
14	3925mm	SP	250	(Cyclorama Option for rear project)
16	4960mm	SP	250	Border
18	5350mm	SP	250	LX 3
20	5750mm	SP	250	
22	6155mm	SP	250	Border
24	6575mm	SP	250	LX 4
25	7330mm	SP	250	Upstage Tabs (French Action only)
28	7950mm	SP	250	Cyclorama
Rear Wall	13200mm			

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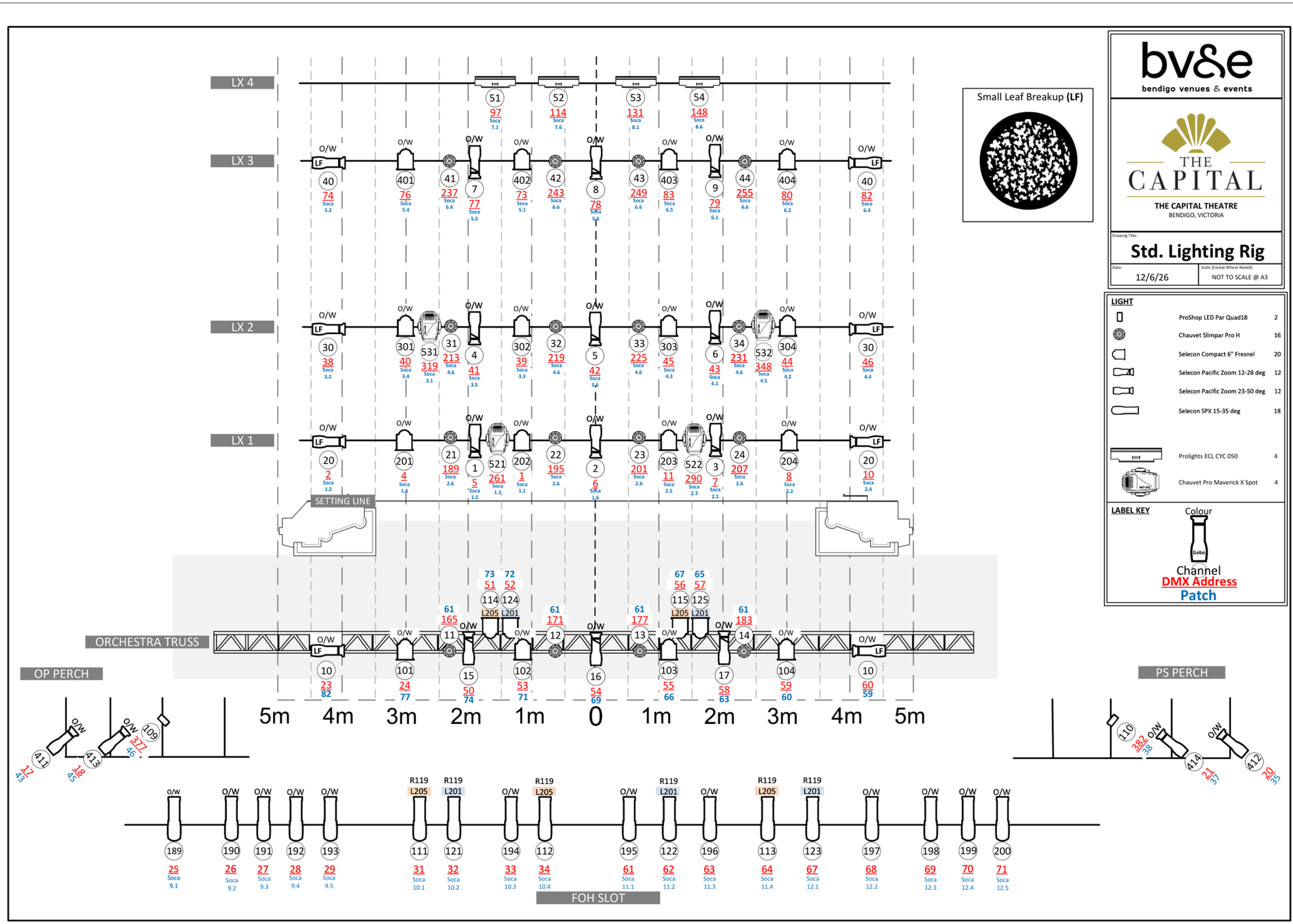
Appendix 3: Capital Theatre – Standard LX Rig



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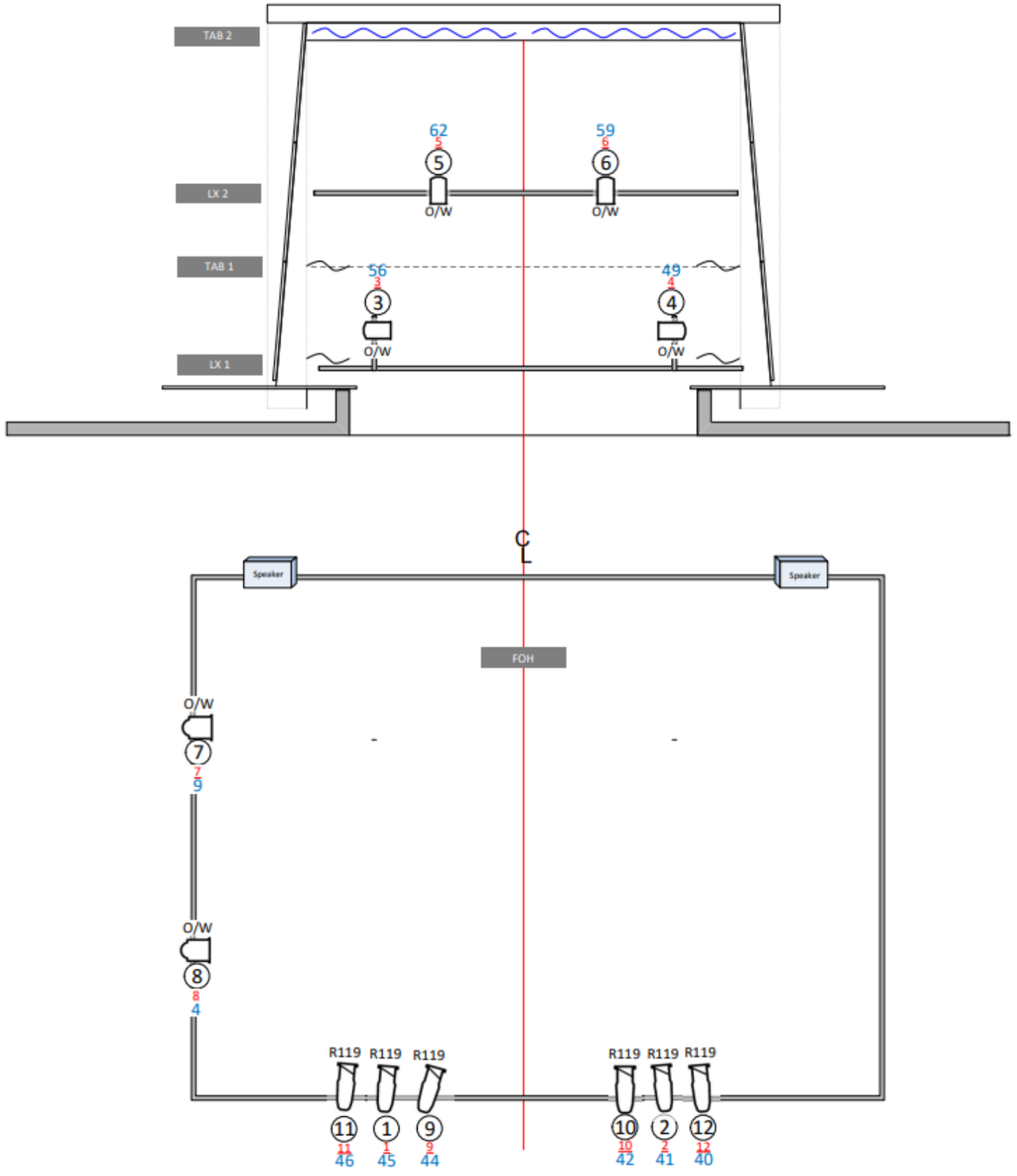
Appendix 4: Bendigo Bank Theatre – Standard LX Rig

Channel	Focus Description
1	FOH OP
2	FOH PS
3	BL LX 1 (OP)
4	BL LX 1 (PS)
5	BL LX 2 (OP)
6	BL LX 2 (PS)
7	Piano Area (Lanyon Room Side)
8	Piano Area (Stage Side)
9	Lectern Special
10	Centre Special
11	**FOH OP Backup**
12	**FOH PS Backup**
25	House Lights (Down Lights)
26	House Lights (Pendants)



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