



**15th PRAGUE FRINGE FESTIVAL**

**FRIDAY 27TH MAY - SATURDAY 4TH JUNE 2016**

## **APPLICATION PACK FOR PERFORMERS**

**Thank you for your interest in applying for the 15th Prague Fringe Festival.**

**Before submitting your application form it is really important that you read this pack to work out whether participation in Prague Fringe is right for your show and if the process is something you and your company will be able to commit to this year.**

**It contains essential information about the application process (dates/deadlines etc), technical and production details and important information about each venue, as well as the link to form itself.**

### **Pack Contents:**

HOW THE FESTIVAL WORKS: Applications, finances and practicalities

HOW THE FESTIVAL WORKS: Technical and Production

Venue Pack - Divadlo Na Prádle

Venue Pack - Malostranská beseda

Venue Pack - Divadlo Inspirace

Venue Pack - A Studio Rubín

Venue Pack - Divadlo Kampa

Venue Pack - Divadlo Na Prádle - Kavárna

Venue Pack - Museum of Alchemists

Venue Pack - Kavárna 3+1

Venue Pack - Malostranská beseda – Multi purpose space

Application form and contact details

You can also find general information for participating companies (FAQs and handy tips for marketing your show) which might help you to decide whether or not you want to apply on our website at: <http://www.praguefringe.com/en/right/participating-groups/>

We look forward to receiving your application!

**Team Fringe**



## HOW THE FESTIVAL WORKS: APPLICATIONS, FINANCES AND PRACTICALITIES

### Overview

Now in its 15th year, Prague Fringe Festival takes place annually in May in the Malá Strana or “Little Quarter” district on the castle side of the river. All the venues are within easy walking distance of each other. Over the nine day period, we take approximately 40 productions in 7/8 venues. In-keeping with the standard Fringe format, each venue runs several performances each day with 30 minutes between each show to clear the audience, reset and seat a new audience. Although this seems a very short length of time, experience over 15 years has shown that even quite technically demanding shows are able to fit this time scheme. As we hope audience members will see several shows each night we schedule so you can see a show, have a beer, then go back for another show.

### Venues

We use a variety of venues ranging from a fully equipped proscenium arch theatre to the small backroom of a bar with domestic spotlights. The more you let us know about your show in the application form, the better we can help you find the right space. If you have absolute requirements it is important that you let us know so we can put you in an appropriate space. Several companies perform in each venue daily, so facilities have to be shared; this means we sometimes alter the venues from their usual layout. Storage of sets, props and costumes can be an issue, so it is important that you tell us if you have large items.

Full technical and production specifics of all the venues can be found in the detailed Venue Information Packs included in this document.

### Key Dates in the Application Process (further explanation given below):

**23rd September 2015** closing date for submissions

**By 30 November 2015** result notifications sent to all applicants

**1 December 2015** contracts issued to successful applicants

**By 15 December 2015** signed contract, participation fee and programme copy/image due

*NB: If you apply within the application window, but haven't heard from us by the end of November, please contact us at [info@fringe.cz](mailto:info@fringe.cz) in case your application has been missed or lost due to a technical fault.*

## How it works:

- **Application Process** - upon consideration of your application, festival directors will contact you by the end of November to let you know whether or not your application has been successful.

Our decisions are made on a number of grounds including but not exclusively:

- Distribution of countries represented
- Range of performance types (cabaret, text based, comedy etc)
- Fit of shows to venues
- Quality and detail of application
- Technical practicality of the show within our venues and/or the operating structures of the festival
- Limited choice of date/venues for us to work with in application
- Balance of returning companies/shows to first time participants/show premieres

- **Scheduling** - the festival is programmed 'in rep' giving companies a range of time slots from early afternoon to late evening.
- **Successful Applicants** – If you are selected to perform at the Prague Fringe you will be required to enter into a contract with Prague Fringe detailing dates, times, ticket prices etc. Your company will be charged a basic participation fee calculated by the venue and the number of performances you have requested (details below). Please note that these costs are per 60 minute performance slot used (i.e. 9 slots in our largest space: 9 x 3,300 CZK = 29,700 CZK) This fee must be paid before the 15th of December, including signed contract and photo and text for the brochure in order to guarantee your inclusion in Fringe 2016. (You will receive details on exactly how to pay and submit these items if your application is accepted.)

## Summary of Venues:

Please see the detailed Venue Information Packs on the forthcoming pages for more specific information.

VENUE	CAPACITY (seated)	BRIEF VENUE OVERVIEW	PARTICIPATION FEE per performance (approx EUR)
<b>Divadlo Na Prádle</b>	100	Proscenium arch, raked seating, balcony, wing space	3,300 CZK (122 EUR)
<b>Malostranská beseda</b>	80	Cabaret seating, raised prosc arch stage, entrances at the back of the stage.	2,600 CZK (96 EUR)
<b>Divadlo Inspirace</b>	60tbc	Raked seating, end-on to audience, multiple entrances through blacks, wing space. <i>NB: Redeveloped in 2015, exact details TBC</i>	2,200 CZK (81 EUR)
<b>A Studio Rubín</b>	60	Raked seating, end-on to audience, flexible seating, 2 entrances at back of stage.	2,200 CZK (81 EUR)
<b>Divadlo Kampa</b>	58/68	Raked seating, end-on to audience, several entrance options through blacks, wing space.	2,200 CZK (81 EUR)
<b>Divadlo Na Prádle - Kavárna</b>	50	Cabaret style seating, perfectly adaptable for the right theatre piece but by no means 'black box', bar at rear	1,900 CZK (70 EUR)
<b>Museum of Alchemists</b>	35	Seating on benches and stools.. , raised stage, one entrance at back of stage.	1,600 CZK (59 EUR)
<b>Kavárna 3+1</b>	20	Very intimate back room in an arts bar. Very limited lighting and sound, cabaret style set up. No technician is available here	900 CZK (33 EUR)
<b>Malostranská beseda Multi-purpose room</b>	20	Completely empty room suitable for non-traditional and/or site specific performances. No sound or lighting or technician is available here	900 CZK (33 EUR)

***NB: this table should be treated as a rough guide as not all the venues have been confirmed and fees may change slightly depending on final hire rates etc. Prague Fringe will liaise with you regarding the appropriate venue on consideration of the requirements of your production.***

## The participation fee is a payment towards:

- \* **Venue costs** (venue hire etc.)
- \* **Up to 4 hours initial get-in/rehearsal time depending on venue**
- \* **Technical assistance during rehearsal** (extra fee applies for operating shows, see 'How it Works – Technical and Production for more information) except for Kavárna 3+1 and Malostranská beseda Multi-purpose room.
- \* **Basic general cover lighting and sound rig** (where applicable)
- \* **Festival Brochure** – the show will be included in the Fringe programme
- \* **Generic Marketing** – see our 'Bums on Seats' marketing guide for more information:  
[http://www.praguefringe.com/fileadmin/UPDATED\\_PRAGUE\\_FRINGE BUMS\\_ON\\_SEATS\\_2015.pdf](http://www.praguefringe.com/fileadmin/UPDATED_PRAGUE_FRINGE BUMS_ON_SEATS_2015.pdf)
- \* **Generic Administration**

- **Door split** - Companies will take a 60% cut of the door sales (minus any central box office handling fees (usually 10 CZK (0.36 EUR) per ticket) and 15% VAT), which will be transferred into your account before the end of June once all ticket sales are accounted for.
- **Time Slots** - are 90 minutes each, broken down into 60min (maximum) show time and 20 min get-in and 10 min get-out.
- **Ticket Prices** – In 2015, ticket prices were 150 CZK (cca 5.50 EUR) with a student/child discount and frequent Fringe discount of 100 and 120 CZK (cca 3.70 - 4.40 EUR) available. We reserve the right to introduce special ticket prices and offers to boost overall sales on the first weekend of the festival – specific details to be included in the final contract issued in December.

## Other useful information

- **Accommodation** - Prague Fringe Festival **does not** provide accommodation for incoming companies. We do however cooperate with a number of hotel partners to offer a range of quality accommodation with Fringe discounts. More information to follow with your contract in December.
- **Transport to Prague** - Prague Fringe **does not** cover the cost of any travel expenses to the festival. We recommend [www.skyscanner.net](http://www.skyscanner.net) as a way of finding the cheapest airlines flying to Prague from your destination.
- **Other costs** -The general cost of living is still cheaper in the Czech Republic than in other EU countries. Some examples follow - 0.5 litre of beer or cup of coffee - 30 CZK (1.10 EUR). Main course in an average priced restaurant - 150 CZK (5.50 EUR). Further information available also here: [www.expatis.com/cost-of-living](http://www.expatis.com/cost-of-living)
- **Guides to Prague** - Prague Fringe recommends the Time Out guide to Prague. [www.praguepost.com](http://www.praguepost.com), [www.expats.cz](http://www.expats.cz) and [www.prague.tv](http://www.prague.tv) are other good sources of local information in English.

## HOW THE FESTIVAL WORKS: TECHNICAL AND PRODUCTION



### Technical time and Rehearsals

Most venues open up to six shows in two days of rehearsals; this means preparation time is very restricted. We advise that this only allows time for technical preparation and maybe the one run-through, we strongly recommend that you have at least previewed your show before arriving in Prague.

We generally allocate: four hours of technical/rehearsal time to theatrical productions; one or two hours to soundcheck musicians; 15 – 30 minutes for stand up comics. If you are a musician or comic with a theatrical show please let us know and we will arrange longer. Companies that arrive in Prague earlier often have better preparation time. We can sometimes find extra rehearsal time, however we will have to charge you for theatre rent and staff.

### Lighting and Sound

Prague Fringe Festival (PFF) will rig and focus a basic warm and cold lighting general cover which is shared with all companies; this CANNOT be refocused. We also rig at least one profile (leko) at the rear of the venue that CAN be refocused and coloured by each company. If you require additional lighting we can hire in extra equipment at your expense. *Please note that Kavárna 3+1 and Malostranská beseda Multi-purpose room do not have any lighting*

Past experience has shown that allowing companies to share specials is not practical.

If you wish to bring your own equipment please inform us in advance.

All venues (except Kavárna 3+1 and Malostranská beseda Multi-purpose room) have a basic sound system suitable for the venue, which includes at least one CD player and limited cabled microphones; we can also plug in laptop/MP3s.

Kavárna 3+1 is a basic domestic system with no microphone. Malostranská beseda Multi-purpose room has no technical facilities whatsoever.

### Electricity

The Czech Republic uses 220v. Plugs are North European 2 pins plus earth (Schuko CEE7/5). It is generally easier to purchase adaptors outside the CR than within.

Please note North American equipment will need either a transformer (difficult to obtain and expensive to hire in the CR) or be multi voltage – most laptops and data projectors have this facility but please check.

### Sets

Most venues have limited storage for sets so it is important to let us know your set storage size. You should be able to set up your show each day within 15 minutes and strike it within 10 minutes. If you need longer please let us know in advance.

At the end of the festival you will need to remove your set on the final night, if this is not possible we will need to make arrangements in advance. You cannot 'abandon' anything in Prague but either need to remove it or arrange disposal.

### **Fringe Technicians**

All Fringe Technicians are English speaking and will be your primary contact during the festival. Fringe Technicians will help you prepare during your initial fit up and technical rehearsals, including programming the lighting board. During the festival they will co-ordinate, and help with, changes between shows. They also work alongside the Festival Assistants (who run the front of house and box office operations) to ensure that the audience is let in and that shows start on time.

Fringe Technicians can also operate your shows, however you will be charged 400 CZK (cca. €14.80) per performance for this (deducted from your final ticket settlement).

PFF requires for safety reasons that there is a person at the control position at all times during the show. Therefore if you do not provide an operator we will supply, and charge you 400 CZK (cca. €14.80) per performance for, an operator, *even if there are no cues*.

NB: Kavárna 3+1 and Malostranská beseda Multi-purpose room do not have Fringe Technicians so these are the only exceptions to this rule.

### **Do I need to bring a Technician?**

Fringe Technicians can operate sound and lighting, however PFF will charge you a fee for this per show (see above).

If you have a complex show it may be better to bring your own operator, please remember the Fringe Technician will only have a short time to learn your show.

### **Sourcing Items in Prague**

PFF does not have the staffing to find props or set for you in Prague, however we may be able to advise you where to start looking. Most of the venues have basic items such as chairs and tables, but only a limited stock. Please let us know what you are looking for and we will do our best to help. Czech theatres do not carry such items such as stage braces, stage weights, masking flats, etc. Also most theatres do not carry a wide range of tools.

### **Technical Questionnaire**

Part of the application form is a technical questionnaire. We appreciate that your show and technical requirements may change between now and the festival but this form gives us a chance to assess if your performance is suitable for the festival and where best to place the show. About a month before the festival we will ask you to refill the form with any updates. You will be given the opportunity to attach any photos, drawings and ground plans that you feel appropriate.

# Divadlo Na Prádle

(dee-vadlo na praad-ley)



Nearest Metros - Malostranska and Anděl (20 min walk)  
Trams no. 12,20,22 to Újezd (2 min walk)

## Address

Besední 3 Malá Strana, Praha 1

## Website

<http://www.divadlonapradle.cz/>

<http://www.divadlonapradle.cz/divadlo.php>

Well equipped, modern, black box theatre. With end-on raked seating as well as a balcony. The same building houses the Kavárna space.

## Seating

100 on raked end-on seating, with balcony above.

## Stage dimensions

5.82M(width) x 6.00M (depth). 4.3M (height) from stage to LX bars. A moving gantry can reduce the stage depth to approx 3M. Please do not assume you can open the US curtains as sets are sometime stored here.

Limited (non flying) lighting bars above available to hang items.



Stage showing gantry with curtains open



## **Stage surround**

Rear of stage are black drapes with black painted side walls. Downstage entrances with black soft masking. Entrances onto stage mid and up stage on either side. Run round through dressing room at rear (or behind blacks dependent on position).

## **Gantry**

At the rear of the stage there is a movable gantry with black curtain hung below. It is possible to hang projection screens (not supplied), etc. from this.



Seating

## **Sight lines**

Good from stalls and most of balcony.  
12 overspill seats with restricted view.

## **Audience entrance**

Stalls, down wide stairs and through side of auditorium. Balcony from rear of balcony.

## **Stage Floor**

Black wood

## **Set storage**

Limited, some on either side of stage and side of auditorium. Reasonable space at rear of auditorium, for easily carried objects. Good storage for costumes in dressing rooms.

Further storage is available in various locations around theatre for props etc. Some narrow or foldable set items can be stored behind the upstage blacks.

## **Access**

Either side of stage, SR only accessible via dressing room. Also access to auditorium and balcony from stage. Access for sets through auditorium down staircase

## **Dressing rooms**

2 large (male & female) with showers, toilets, mirrors etc. Access to Stage Right through Male dressing room.

## **Flame**

Smoking is prohibited on the Na Prádle stage and all flame effects, pyrotechnics must be approved by the venue management (not Prague Fringe) in advance. Please let us know of ANY effects that may be an issue as soon as possible.



### **Lighting.**

Lighting board Strand GSX

### **Projection**

A small projector may be available hung centrally pointing US below the gantry. It is not practical to repoint or re-focus this projector during changeovers so we advise bringing your own if you need specific focussing. The theatre does NOT have a projector cradle or screen a screen can be hired additional cost.

### **Sound**

Fixed speakers

Mixing desk Allen & Heath 24x6x8

1 x CD (incl. recording)

1 x MD

1 x Cass

Limited mics etc. Please specify requirements



Stage left

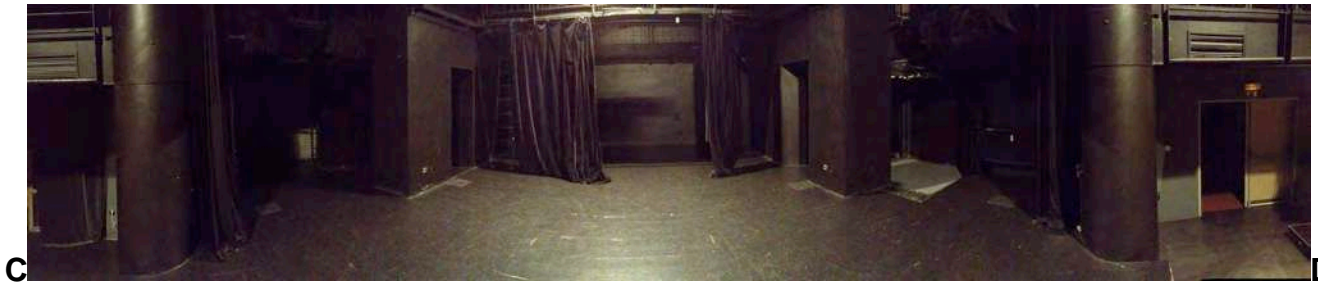
### **Google Maps – Cut and paste to see location**

<https://www.google.com/maps/place/Divadlo+Na+Pradle/@50.0819975,14.4059104,17z/data=!4m12!1m9!2m8!1sna+pradle!3m6!1sna+pradle!2sMalostranská+beseda,+Malostranské+nám.+35%2F21,+118+00!3s0x470b94e180b36b91:0x737fff1d3887bc9e!4m2!1d14.4046908!2d50.0882762!3m1!1s0x470b94fb59ca32b5:0x1f0d0b5c45821903?hl=en>

## Prague Fringe Festival Venue Information Pack - Na Prádle



Panoramic view from auditorium



Panoramic view from stage front



Panoramic view from mid-stage

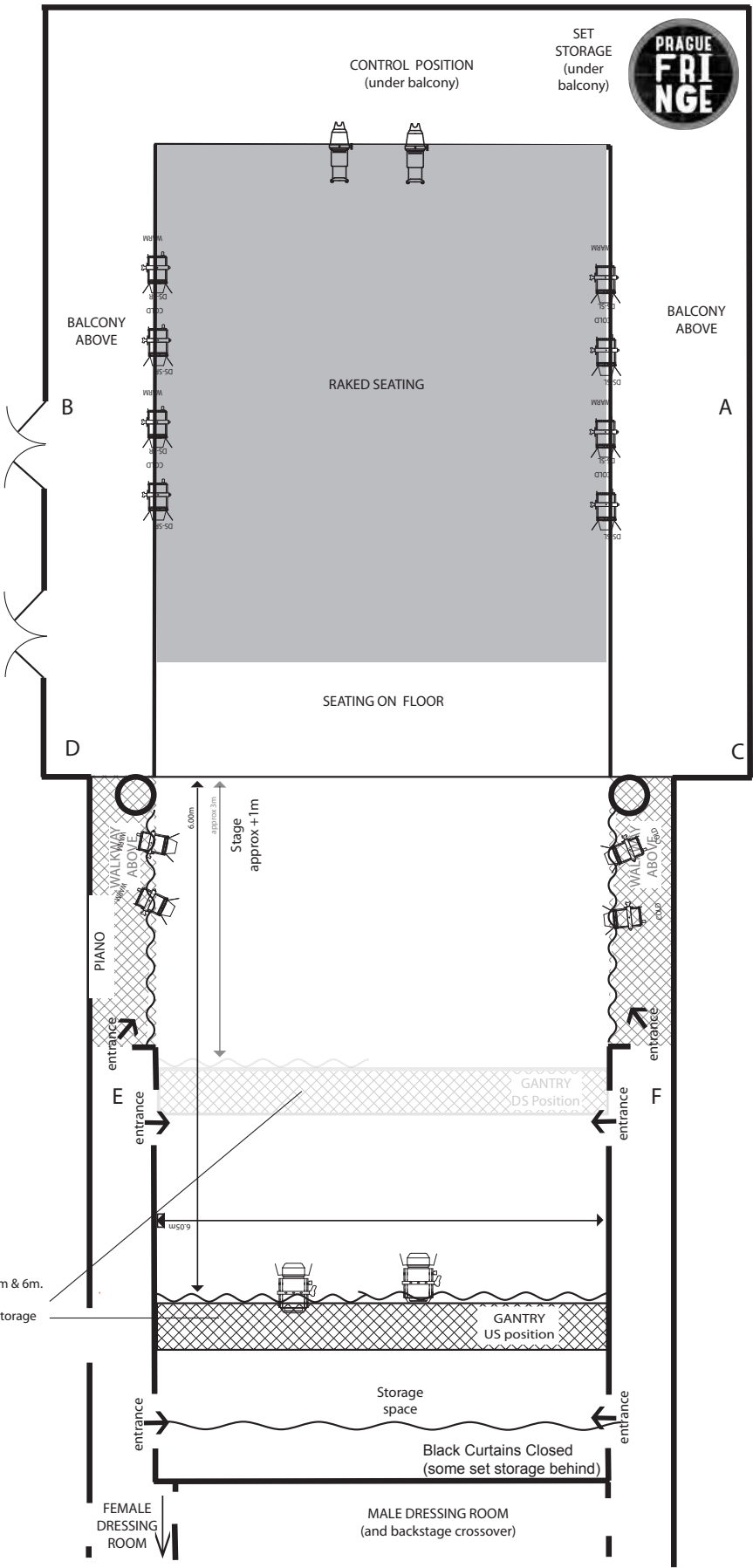
N.B the above photos are taken in 180° “panorama” view, so there is strong distortion, for example the seating is in straight lines. E.g. points A & B are opposite each other. Letters refer to plan.

DIVADLO  
NA PRÁDLE  
(not to scale)

Lighting plan is indicative only.  
This plan is only dsigned to indicate the  
layout and size of the venue,  
if you need exact measurements  
please contact PFF

AUDIENCE  
ENTRANCE

FOYER



GANTRY  
Can be set at any position to give a stage depth between 3m & 6m.  
Plee note that this may effect the lighting.  
The area US of the Gantry is not usable a it is kept for set storage

- 1Kw Fresnel
- S4 Profile

## The Small Print

Na Prádle has a number of in-house rules which visiting companies are required to abide by.

### **Fire-safety rules and the internal operating provisions in effect for Divadlo na prádle (DNP)**

**All employees of DNP, performers and/or members of the visiting ensembles, hirers and the workers of repairing and/or service firms and others are obliged to observe strictly the following rules:**

1. During the work and any other activities to behave in such a manner in order not to produce a fire. It means that all above persons are obliged strictly observe all valid fire-safety regulations, prescribed technological procedures and modes of operation, as well as all directives, instructions and restrictions related to fire-safety, primarily as far as the prohibition of entering with an open flame and smoking in all spaces of the theatre is concerned. The only exception where is the smoking allowed is a place designated as a smoking room (local coffee bar in times set by the bar keeper). **Butts as well as all used matches must be put into the ashtrays located in the coffee bar on the places designated for smoking, not into waste-paper baskets and the like.**

2. **For any open flame application, pyrotechnic effects or even smoking on the stage, welding and similar potentially dangerous activities in the theatre there must be a written order/permission. Welding works may be performed solely by persons having valid certificate for this kind of works and a permission from the management of the theatre.**

3. It is permitted to employ heaters and other electric appliances provided they are furnished with a valid document, proving that they passed a revision. Visiting ensembles will not be allowed to use their appliances without submitting this revision certificate. Heaters and other electric appliances in the spaces of DNP can be only used by responsible and authorized persons which are provably acquainted with the device operation and a possible fire-risks associated with improper handling. Names of authorized persons, manipulating with heaters and other electric appliances (including submersible units) must be in case of visiting subjects specified in the letting DNP agreement. In the case of DNP employees there must be name of the person authorized to manipulate with appliance stated in the space where is the respective device operated.

4. **All working places must be kept tidy. All wastes, particularly paper, textile, wood and other flammable materials must be collected in special containers which must be emptied daily. Visiting ensembles are responsible for liquidation of such a waste and its disposal from the spaces of DNP.**

5. It is prohibited to install provisional power wirings to electric appliances and devices, as well as setting up of spare lightings and removing guards/coverings of lights. All discovered defects on the electric installations and equipment must be immediately reported to the respective head. Defective installations and equipment must not be further employed and visiting subject must report all discovered defects to the lessor.

6. When storing/depositing various materials such as coulisses, pieces of furniture etc. it is necessary to ensure and maintain free access to fire extinguishers and wall hydrants, electric switchboards, main switch and water stops. The communications and manipulating areas meant as emergency evacuation paths must be kept permanently unobstructed as well.

7. It is necessary to ensure that after performance or after completing any other activities are all working areas of DNP fire-safe. Employees of DNP and authorized persons from visiting subjects must before leaving check up whether all electric appliances are disconnected from electric power supply (with the exception of refrigerators), lights and audio monitoring are switched-off and the windows are closed. It is also necessary to make sure that there is no danger of fire from the waste baskets.

8. It is necessary to get acquainted with portable fire extinguishers, their operation, placement and application. In DNP there are powder and carbon-dioxide extinguishers installed. In general both this types are considered to be suitable for extinguishing burning organic materials, plastics, flammable liquids and devices connected to electric power supplies. Wall hydrants are meant for extinguishing burning organic materials and in no case may be used for devices connected to electric power supplies.

9. It is necessary to get acquainted with local fire-alarm directive and an evacuation scheme, including individual duties and responsibilities in persons/materials evacuation and the materials evacuation priorities. When fire breaks out it is necessary to take all possible measures to rescue all endangered persons, sound the fire-alarm by shouting "HOŘÍ" ("Fire") and ensure fire reporting to the registration office (or alternatively directly on telephone number 150 in accordance with valid fire-alarm directive) and to start extinguishing.

10. Employees DNP as well as the authorized persons of subjects in a long-term lease contracts are obliged to take part in periodically organized training courses on fire and occupational safety and fire drills. They also have to pay attention to observance of all safety rules and to point out detected defects and cases of breaching safety rules.

11. **When performing open flame, pyrotechnic effects or smoking on the stage visiting ensemble is obliged to ensure fire-surveillance at its own costs.**

12. **To all performers and/or members of the permanent and visiting subjects as well as to all other persons occurring in the spaces of the theatre during lease is strictly prohibited to manipulate with stage technique and theatre furniture in the absence of the DNP technician in duty.**

**Stage technique includes stage gallery, velvet coverings, curtains, piano, sound equipment, lights and wirings. For borrowing stage props, furniture, costumes etc. we charge 10.-CK/day if not explicitly stated differently before signing contract.**

## Prague Fringe Festival Venue Information Pack - Na Prádle

**13. Installation/anchoring of theatrical scenery is carried out in a traditional way. It is strictly prohibited to glue whatever on the walls and the floor of the stage.**

14. Furniture employed on the stage is prohibited to move by shifting, it must be always carried after being lifted. Visiting subjects (hirers) must return stage to the condition as it was when it has been taken over i.e. without furniture, stage props and tidy. If cleaner/detergent is required you can ask for DNP technician in duty.

**15. When persons younger than 18 years are performing on stage the management of the company/group (hirer) is obliged to ensure permanent pedagogical surveillance at its own cost and responsibility. DNP does not bear any responsibility for persons on the stage who do not observe internal operating provisions and DNP technician in duty is entitled to deport them from the spaces of DNP.**

**16. It is strictly prohibited to enter stage with a chewing gum (with the exception when it is a component of a performance).**

Using confetti, powdery materials (coloured powders, sands), greasepaints etc. is prohibited on the stage as well as in all spaces of the theatre and coffee bar (Kavarna).

### Backstage

1. Visiting ensembles must keep backstage tidy. When numerous performers are present all observed drawbacks (such as full waste baskets, empty soap containers, shortage of towels, toilet paper etc.) must be reported to the DNP technician in duty.

**2. Visiting ensembles must not manipulate and employ deposited stage props and costumes in possession of DNP or its permanent guests.**

3. Ensembles using DNP technical equipment (such as washing machine, ironing board, iron) must after usage return the items to the original condition and place them on their original place.

4. It is strictly prohibited to glue whatever on the backstage walls.

**5. All performers of local and visiting ensembles must pay attention to the closing of doors connecting spaces open to the public with the backstage - not disclosing to unauthorized persons (friends, family members etc.) authorization codes to the backstage.**

### Auditorium, foyer, spectators staircase, sanitary facilities

1. It is strictly prohibited to glue whatever on the walls and doors in the spaces open to the spectators.

2. It is strictly prohibited to pour or throw whatever inappropriate into toilet bowls and washbasins.

3. It is prohibited to visiting ensembles to do any manipulations with an auditorium, number and arrangement of seats. Any modification of an auditorium is possible only after agreement with DNP.

**4. After rehearsal are performers obliged to leave theatre spaces in the same condition as were when taken over.**

### All premises of the theatre

**1. It is strictly prohibited to perform any fabrication or finishing up of scenery, props, costumes (operations such as cutting drilling or painting). This restriction also holds for using greasepaints and hard to remove paints where attempts to remove may damage existing fire protection.**

**2. For non observance of the above restrictions the ensemble will be charged 60000.-CK for cleaning and fire-retardant treatment of fabrics and interior of the theatre.**

3. Entrance of dogs to the theatre is prohibited with the exception of guiding and assistance dogs accompanying handicapped persons. About this fact must be DNP informed in advance.



# Malostranská beseda

(malo-stranz-ka bess-e-dah)

**Address:**

Malostranské náměstí 21, 110 00 Praha 1

Nearest Metro - Malostranská (five minute walk)

Trams - 12,20,22 to Malostranské náměstí (directly outside)

**Website:**

[www.malostranska-beseda.cz/en/club/programme](http://www.malostranska-beseda.cz/en/club/programme)

A well-known Prague music venue in a recently completely renovated building on one of the main squares in the Malá Strana area a few minutes from the end of the famous Charles Bridge. The venue is on the first floor. It has it's own bar and large foyer area. Beseda becomes the Fringe Club after performances end.

**Seating**

80. A flat floor with loose seating.  
The seating can be removed

**Stage Dimensions**

Approx 5m width x 3.5m depth  
The stage is raised 0.7m

**Site Lines**

Good

**Access**

On first floor, with lift  
Vehicle drop off point in front of  
venue. No waiting.

**Dressing Rooms**

At rear of stage, with separate toilet and shower facilities

**Audience Entrance**

The audience enters SL from a large bar area and separate foyer



### **Sound**

Beseda is a regular music venue with good modern PA for its size

Mixer                Soundcraft GB4 x24 Channels

Speakers        Martin Audio F15 x 4  
                      Martin Audio F12 X 1

Monitors        JBL

Selection of effect processors/Gates and Graphic equalizers (precise details on request)

DI boxes Behringer DI100

Selection of Sure/AKG microphones incl SM58s and instrument mics

### **Lighting**

Beseda is designed primarily as a music venue and the lighting equipment reflects that

LX board GLP Light Operator 2448

Hazer/ Smoke machines are NOT part of the standard equipment, but can be hired in.

### **Piano**

Grand Piano is available as part of rent.

### **Google Maps – copy and paste into your web browser for map of location**

[http://maps.google.com/maps?hl=en&client=safari&rls=en&q=malostranska+beseda&bav=on.2,or\\_r\\_gc\\_r\\_pw.,cf.osb&biw=1182&bih=1012&um=1&ie=UTF-8&sa=N&tab=wl](http://maps.google.com/maps?hl=en&client=safari&rls=en&q=malostranska+beseda&bav=on.2,or_r_gc_r_pw.,cf.osb&biw=1182&bih=1012&um=1&ie=UTF-8&sa=N&tab=wl)





Stage from audience entrance (Men With Coconuts)



Stage without masking

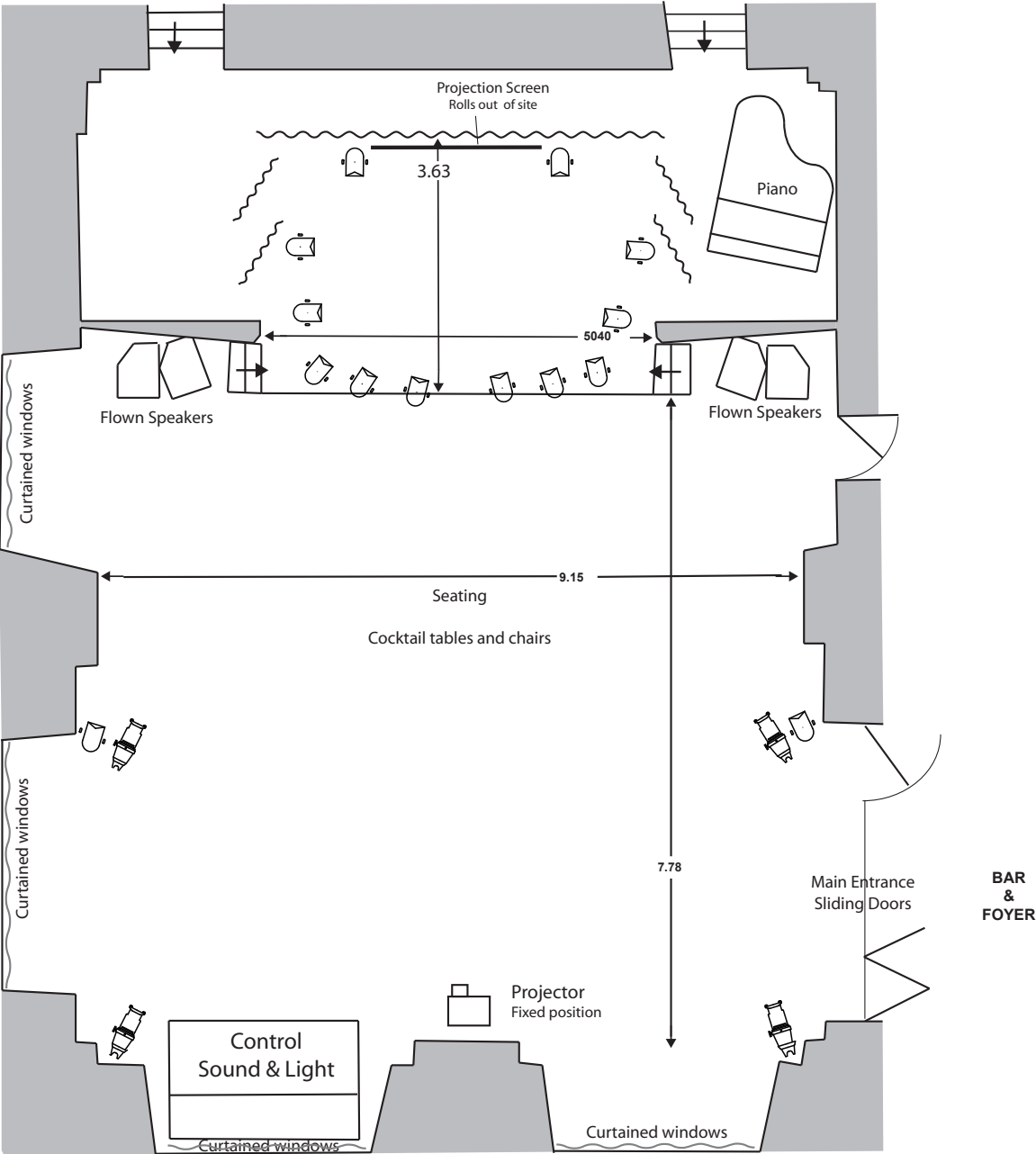
# Malostranská beseda

(not to scale)

This plan is only dsigned to indicate the layout and size of the venue, if you need exact measurements please contact PFF  
Lighting is indicative please consult PFF for updated lighting plan



Dressing Room



Black drapes



Profile (S4)



Par Can

© Giles Burton @ Prague Fringe 2013



# Divadlo Inspirace

(Dee-vad-lo Ints-pi-rat-say)

## Address

Malostranské náměstí 13 Malá Strana, Praha 1

Nearest Metro - Malostranská (seven minutes walk)

Trams - 12,20,22 to Malostranské náměstí (two minutes walk)

## Web Site

<http://www.hamu.cz/ucelova-zarizeni/divadlo-inspirace>

## Important Notice

Divadlo Inspirace is currently undergoing extensive restoration and upgrade. The basic building layout will remain the same however equipment and other details may change.

Divadlo Inspirace is a basement theatre just off a busy square below Prague Castle at the heart of the north side of the river. It has an arched ceiling and end on raked seating. There is also a basement bar. It is well equipped for its size.

## Seating

60 (tbc). End on, gently raked.

## Stage Dimensions (tbc)

Depth 5.50M,

Width 6.50M,

Height (at centre) 4M, arching down to 2.50M

## Stage Floor (tbc)

Vinyl dance floor – so limitations on anything that might damage it.





### **Stage Surround (tbc)**

Black curtains and legs creating black box with (narrow) cross-over and wings. SR wing space is limited, SL leads off to well equipped dressing rooms, etc. The blacks can be quickly removed to reveal the bare walls

The stage is accessed from the right side from the bar space.

### **Site Lines**

Good. Though limited view of stage floor due to the gentle rake of seating so floor work is not recommended.

### **Audience Entrance**

Downstairs, through bar. Single entrance to theatre at rear, Auditorium right. Wheelchair stair lift.

### **Set Storage**

Space in the back of the theatre with narrow access, we can also store a small number of larger items outside the performance space in a corner of the bar area. Everything must be carried down stairs for get in and out.

### **Performers Access**

From SL, Crossover behind black curtains. Actors can also make way from backstage to audience entrance and come through auditorium.

### **Dressing Room**

Separate rooms for men and women with toilets and showers backstage.

**Lighting** (we expect the lighting and sound equipment to be upgraded extensively)

Lighting board - Strand  
PFF will rig a warm and cold general cover. The remaining lanterns are divided between companies to be used as specials. If you wish to use

the specials you should discuss this with PFF as soon as possible.

The lanterns are hard rigged and cannot be moved.

### **Sound**

Mixer - Soundcraft SPIRIT Folio SX  
12 in to 2.



Sound and LX can be operated by one person at a (literal) stretch.



Blacks wings can swing out or push against the wall.



Blacks can also be easily removed to reveal the bare walls

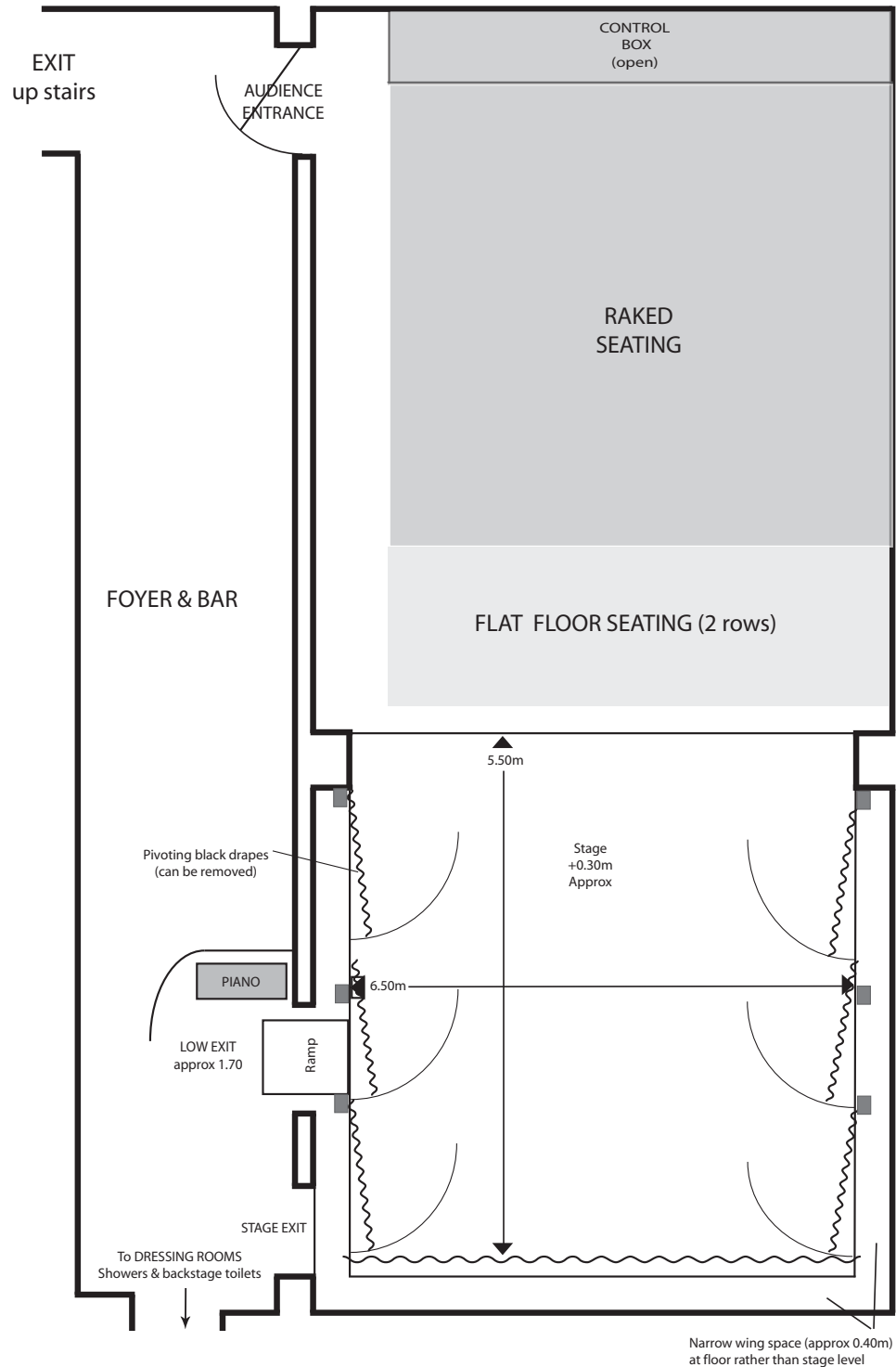
### Google maps

<https://www.google.com/maps/place/Malostranské+nám.+258%2F13,+Malá+Strana,+118+00+Praha-Praha+1,+Czech+Republic/@50.0881847,14.402133,17z/data=!4m2!3m1!1s0x470b94e20492c83f:0xb61c64a29aba1d20?hl=en>

## DIVADLO INSPIRACE

### Lighting Plan

Please note this plan was drawn before the re-fit which will be completed for 2016. We will update details as soon as we have them. We understand the basic layout will not change.



© Giles Burton @ Prague Fringe 2015

# A Studio Rubín

(aa studio roo-been)



A Studio Rubín is a basement theatre just off a busy square below Prague castle at the heart of the north side of the river. It is a black painted box with arched ceiling and end on raked seating. There is a separate ground level café/bar. Rubin is a classic “fringe” space.

## Stage Dimensions

Depth 4.50m (rear wall is angle so SR is approx 0.5m deeper)

Width 5.90m

Height 3.45m in centre, sloping to 2.50m at sides.



*Stage (without Vinyl Dance floor)*



## Seating

60. End on. Loose chairs on raked rostra

## Stage Floor

Vinyl dance floor over ceramic. There is a step down from the dressing room to the stage floor of 36cm.

## Site Lines

Good, though limited to stage floor due to gentle rake of seating.

## Stage Surround

Black painted arched performance space, rear wall angled so SR is approx. 0.6M deeper than SL

The dressing room is through a curtained door USR with another connected opening USL and through bar to audience door MSL. There are no blacks or masking available.

## Audience Entrance

Down stairs, through bar, the entrance to theatre is mid Stage Left and across playing area to seating bank. Late-comers (if admitted) have to cross stage.

## Access

Down a steep flight of steps. All equipment has to be carried down these steps. No disabled access.

### **Set Storage**

Very limited in dressing room, we can also store a small number of larger items outside the performance space in a corner of the bar area.

### **Furniture**

This venue has no furniture store. You can borrow chairs and tables from the bar area however there is only one design.

### **Performers Access**

As per audience and from two doors (SL & SR) at back of stage.

### **Dressing Room**

Single communal room with shower, this leads directly onto the stage area, toilets are shared with the audience, in bar.

### **Lighting**

Tritton LT24 memory desk (24 Way) with 12 submasters

24 x 1k dimmers

We will provide a basic standing rig to which very limited specials can be added. This rig is largely made up of pebble convex instruments.



### **Sound**

Behringer Eurorack MX1X1602 8 into 2 Mixer

Channels 7&8 are stereo for playback

1 x MD player

1 x CD Player

4 x SM 58 (equivalent) vocal Mics 2x mic stands

3x mic tie lines from stage (SR) to control box

Technical equipment is subject to change and is for illustration only.

### **Website**

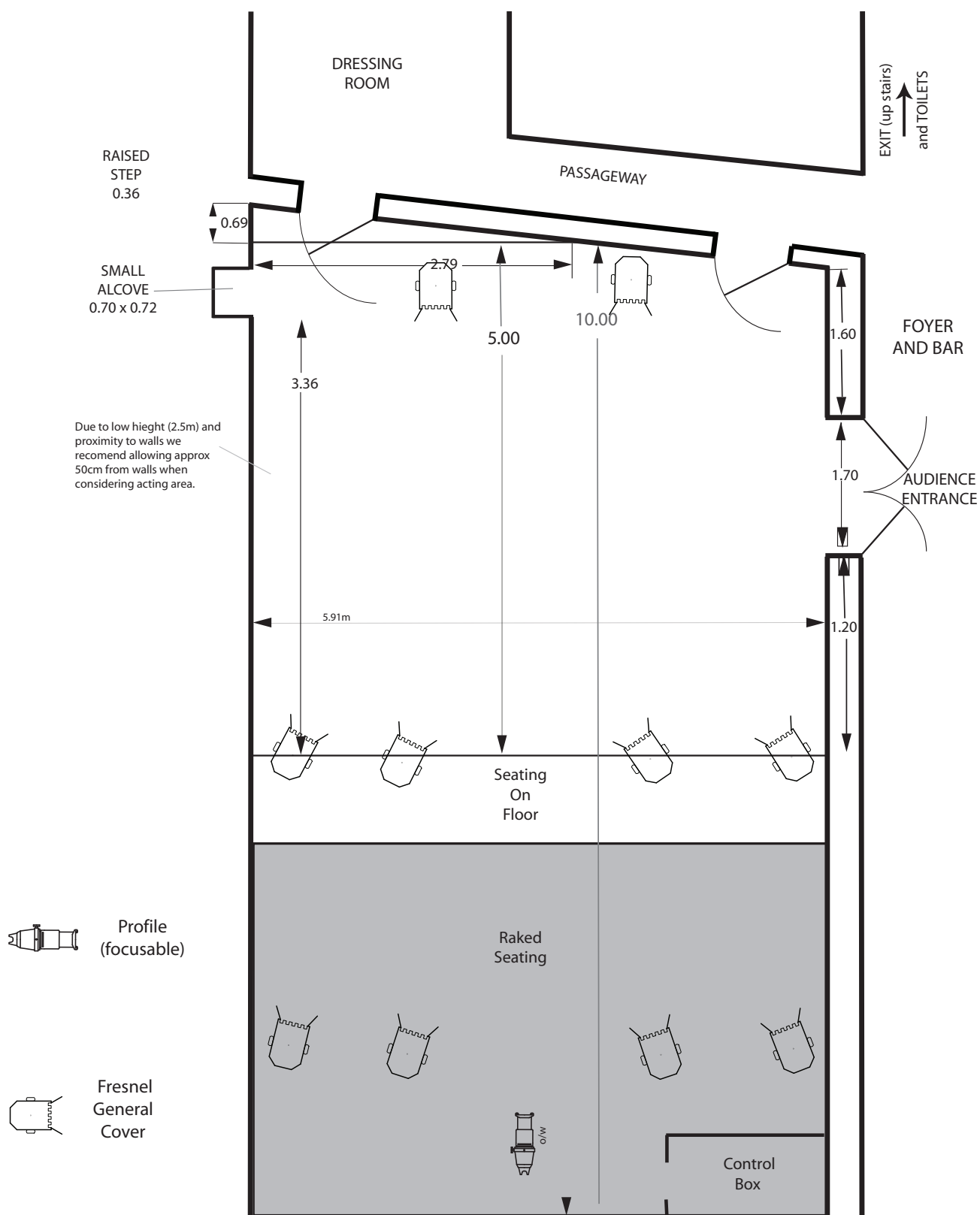
[www.astudiorubin.cz/](http://www.astudiorubin.cz/) (in Czech only)



## A STUDIO RUBIN

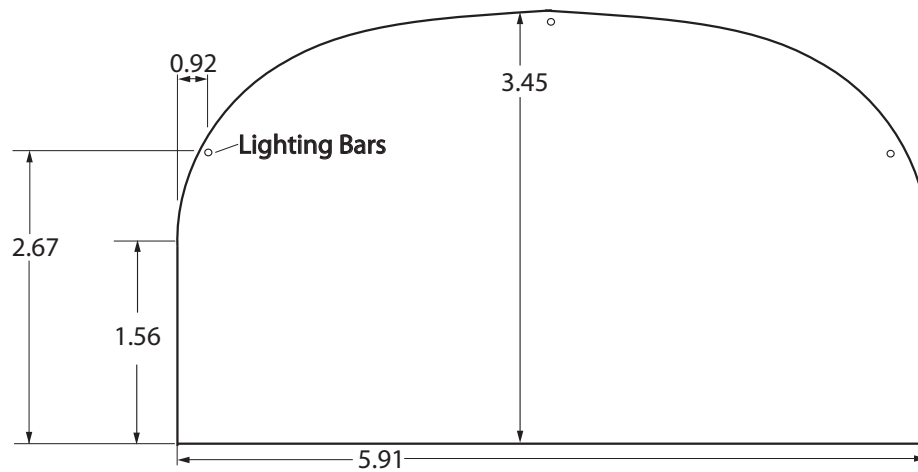
(not to scale)

Lighting plan is indicative only, an updated plan will be issued shortly before the festival.  
This plan is only designed to indicate the layout and size of the venue, if you need exact measurements please contact PFF



## A Studio Rubin

### Elevation



# Divadlo Kampa

(dee-vad-lo Kam-pa)



## Address

Nosticova 2a Malá Strana, Praha 1  
Nearest Metro - Malostranska (10 mins walk)  
Trams - 12,20,22 to Hellichova (4 mins walk)

## Website

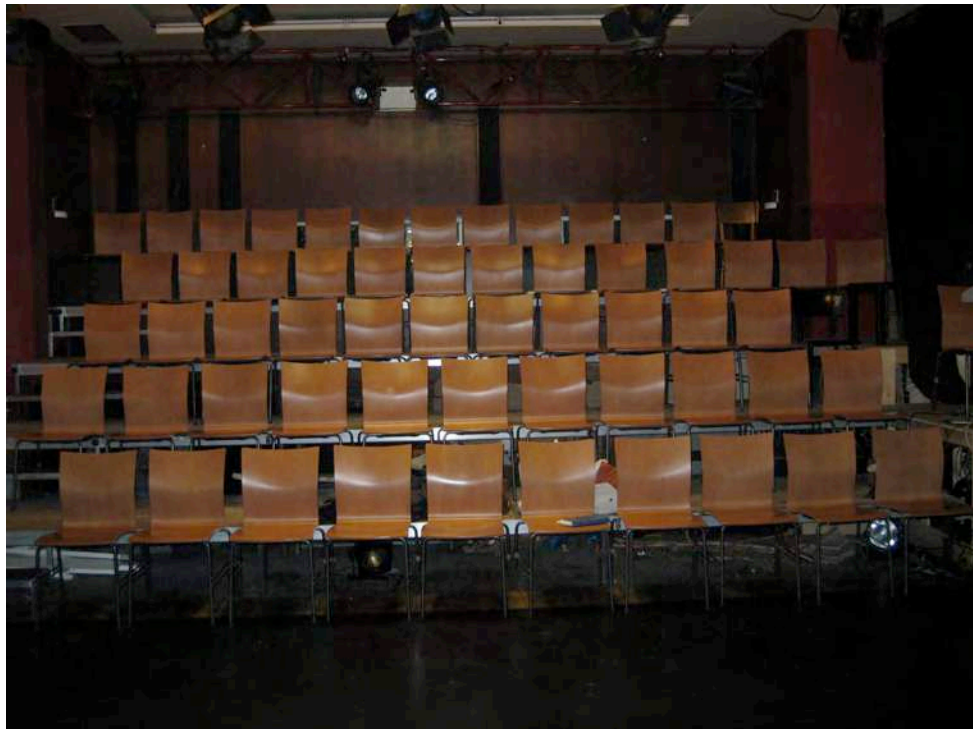
<http://www.divadlokampa.cz/> (in Czech)  
A 3D walk through is here <http://www.divadlokampa.cz/o-divadle-kampa>

End on black box theatre with raked seating. Stage is at floor level. This theatre is on the first floor above a restaurant

## Seating

58 individual seats. End on.

Can be upped to 68 by adding a second row on the floor – though this does effect sight lines and lighting.



### **Stage Dimensions**

Width 6.30m

Depth 5m (from rear drapes to audience)

Height to lower cord of lighting truss 3.3m



### **Stage Floor**

Vinyl dance floor – so limitations on anything that might damage this.

### **Stage surround**

Black drapes on rear and Stage Right

Stage Left wall is side of theatre

Rear drapes can be opened to reveal fixed projection screen

### **Site lines**

Good

### **Access**

Down Stage Right wing

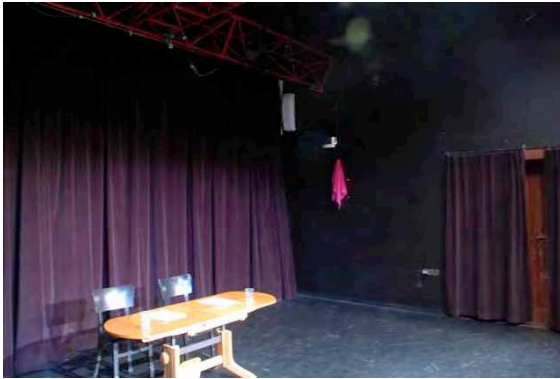
Access around rear of auditorium and through audience door (black drape inside door)

### **Audience/ load in entrance**

From ground level up flight of stairs and through double door Stage Left.

Wheelchair stair lift available.

The location of the audience entrance means latecomers are very noticeable.



Stage Left with audience door

### **Set Storage**

Storage is limited in 'corridor' Stage Right and very limited in dressing room.

### **Furniture**

The venue has a limited selection of chairs and tables which may be available.



Stage Right

### **Dressing Room**

Small room at rear of stage, toilets and showers shared with audience upstairs. The dressing room is not accessible until the previous show has finished

### **Lighting**

Basic trussing above stage and at rear of auditorium, limited lighting stock.

Fixed two colour general cover with two specials (profiles) that can be refocused for each show.

Lighting desk, Titan 24 way with 12 submasters. Programmable with individual states.

There are only 24 dimmers at Kampa so it is difficult to add extra lighting.

### **Sound**

1 x CD

1x DVD/CD

Basic selection of Microphones

Basic sound mixer

### **Video**

Projector fixed in grid and focussed on screen at rear of stage. This cannot be moved.



## Prague Fringe Festival Venue Information Pack – Divadlo Kampa

### Flame and Fire

No naked flames or fire is allowed at Divadlo Kampa, ie. Candles, cigarettes, etc.

### Google Maps

[http://maps.google.com/maps?hl=en&client=safari&rls=en&q=malostranska+beseda&bav=on.2,or\\_r\\_gc.r\\_pw.,cf.osb&biw=1182&bih=1012&um=1&ie=UTF-8&sa=N&tab=wl](http://maps.google.com/maps?hl=en&client=safari&rls=en&q=malostranska+beseda&bav=on.2,or_r_gc.r_pw.,cf.osb&biw=1182&bih=1012&um=1&ie=UTF-8&sa=N&tab=wl)



Panoramic View of stage



Panoramic view of auditorium

N.B the above photos are taken in 180° “panorama” view, so there is strong distortion, for example seating is on straight lines.



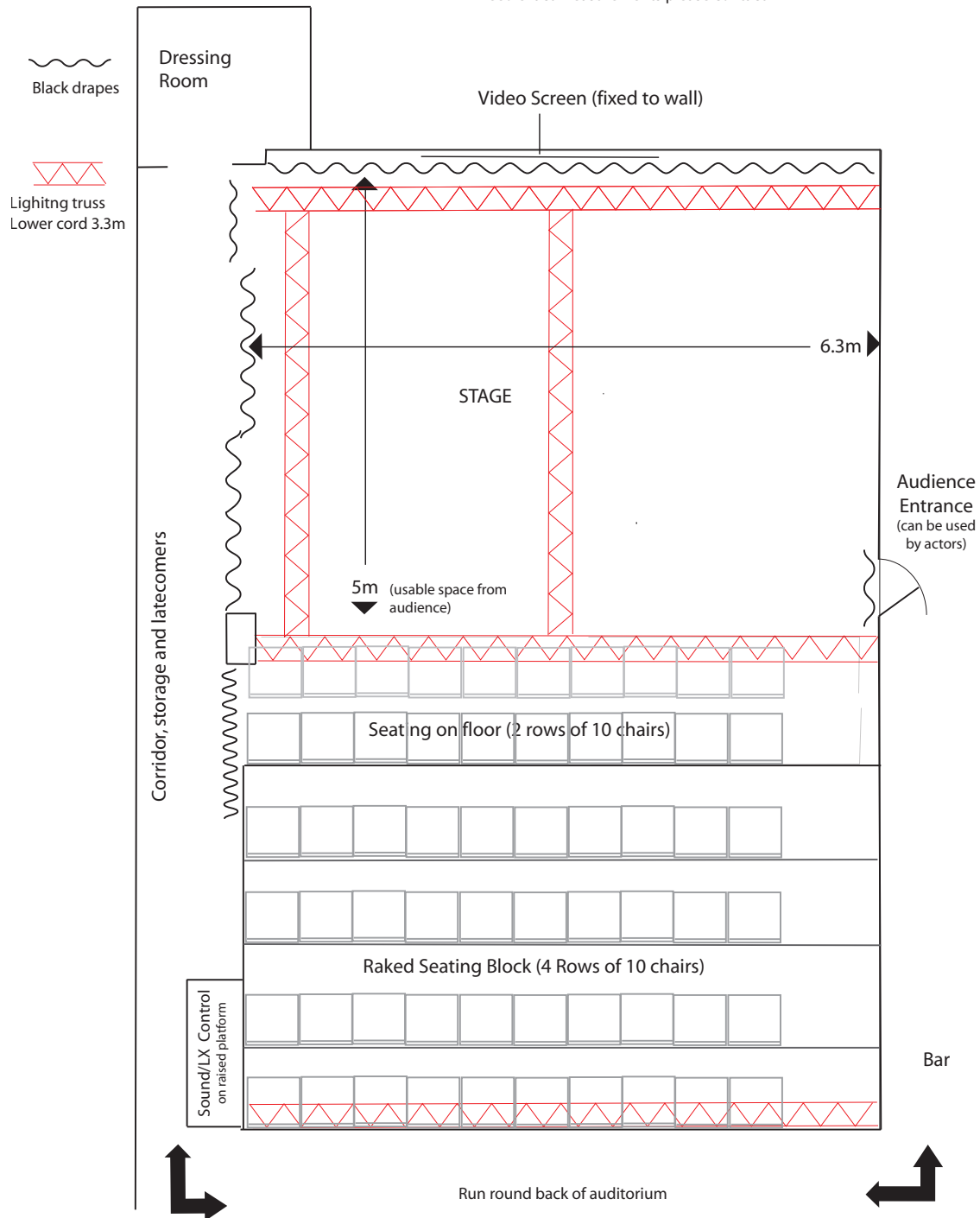
Venue with masking moved showing walls and fixed projection screen.  
(please note the aisle is NOT central as it seems to be here)



## Divadlo Kampa

(not to scale)

This plan is only designed to indicate the layout and size of the venue, if you need exact measurements please contact PFF



# Divadlo Na Prádle – Kavárna

(Dee-Va-Dlo Na Praad-ley Ka-vaar-na)



## Address

Besední 3 Malá Strana, Praha 1

Nearest Metros - Malostranska and Anděl (20 min walk)

Trams no. 12,20,22 to Újezd (1 min walk)

A flexible cabaret space with an informal gallery feel. A lower performance and audience area and an upper bar/audience area. The bar can either be open or closed during performance. Excellent for small scale music or theatre shows and good for audience interaction. Basic lighting and reasonable sound for room size.

The walls are likely to have art exhibits.

The Kavárna space is part of Divadlo Na Prádle complex.



## Seating

50. Most on lower level around tables, with some seating arranged in conventional rows. Raised level with seating at tables.

## Stage Dimensions

2M deep x 6M width, 0.4m height. There are no wings or offstage areas





*From Stage*

### **Stage Floor**

Wooden rostra floor raised 40cm.

### **Stage Surround**

**White walls** with black drapes behind stage (note the walls have been repainted since these photos were taken).

### **Site Lines**

Good except to floor.

### **Audience/performers entrance**

Down steps from rear of auditorium.

### **Set storage**

Limited in dressing room some distance from stage and up small flight of stairs.

### **Dressing room**

No dedicated dressing room. Instead large shared room which doubles for storage. Toilets shared with audience, showers available in main stage dressing rooms.



**SR Stairs**

Please note these stairs lead to a garden, however there is no other exit from here, so we do not recommend using this as an entrance

### **Lighting**

Basic, warm/cold wash plus two focusable profiles on stands. Due to layout it is not possible to re-colour the wash.

### **Sound**

Small but good quality system suitable for small theatre shows, cabling for laptop/MP3. There is no CD player available.

### **Piano**

Useable, bar quality. The piano cannot be moved.

### **Black out**

Poor as some light leakage is inevitable.

### **Website**

<http://www.divadlonapradle.cz/kavarna.php> (link to space)

### **Google Maps** – Cut and paste to see location

<https://www.google.com/maps/place/Divadlo+Na+Pradle/@50.0819975,14.4059104,17z/data=!4m12!1m9!2m8!1sna+pradle!3m6!1sna+pradle!2sMalostranská+beseda,+Malostranské+nám.+35%2F21,+118+00!3s0x470b94e180b36b91:0x737fff1d3887bc9e!4m2!1d14.4046908!2d50.0882762!3m1!1s0x470b94fb59ca32b5:0x1f0d0b5c45821903?hl=en>

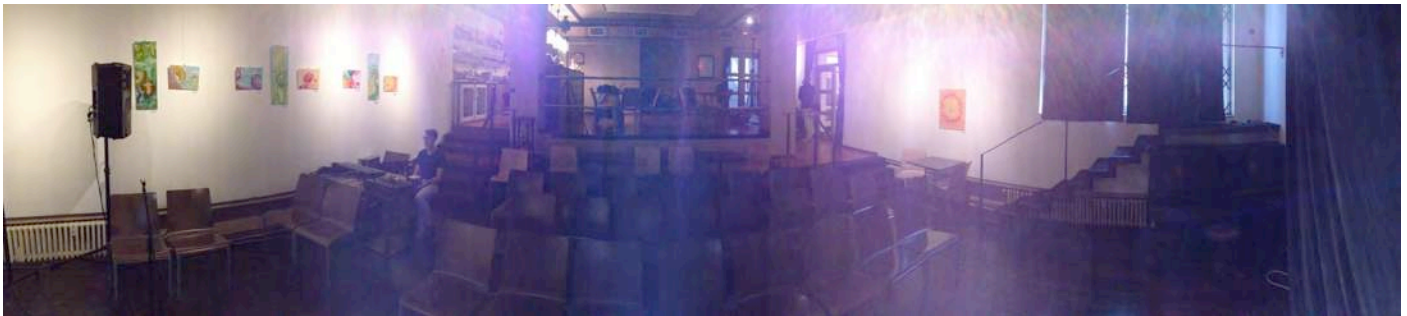
### **Special Notes**

Kavárna and Na Prádle share an entrance and foyer area.

Postering is only allowed in specified areas at Na Prádle/ Kavárna so please check with the fringe before putting them up.



Panoramic view of stage

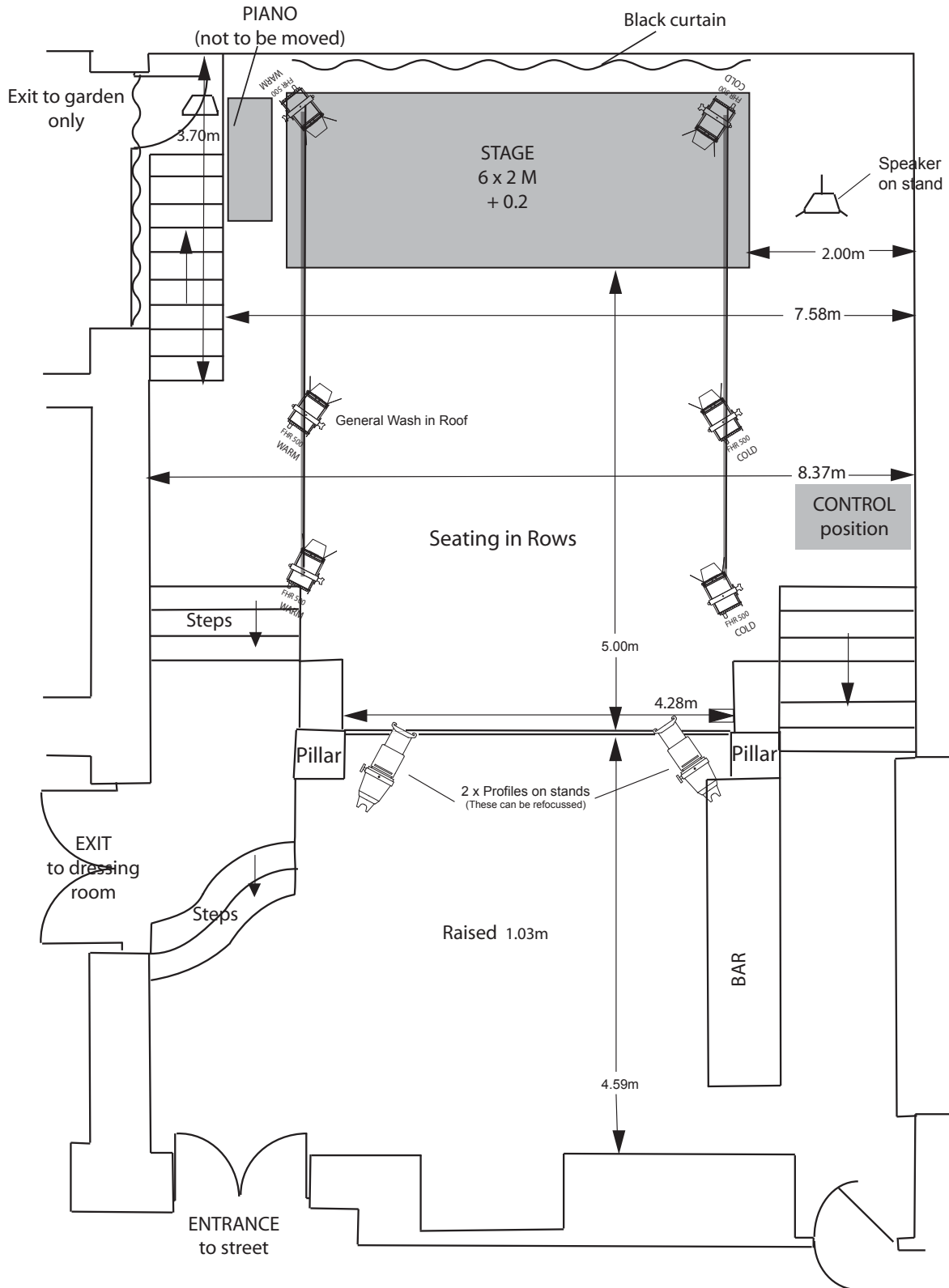


Panoramic view of auditorium

N.B the above photos are taken in 180° “panorama” view, so there is strong distortion, for example, the walls are parallel to each other.

# Na Prádlé Kavárna

Not To Scale  
This plan is designed to  
indicate the layout of the  
venue, specific details may  
change.



© Giles Burton 2015

## The Small Print

Na Prádle has a number of in-house rules which visiting companies are required to abide by.

### Fire-safety rules and the internal operating provisions in effect for Divadlo na prádle (DNP)

**All employees of DNP, performers and/or members of the visiting ensembles, hirers and the workers of repairing and/or service firms and others are obliged to observe strictly the following rules:**

1. During the work and any other activities to behave in such a manner in order not to produce a fire. It means that all above persons are obliged strictly observe all valid fire-safety regulations, prescribed technological procedures and modes of operation, as well as all directives, instructions and restrictions related to fire-safety, primarily as far as the prohibition of entering with an open flame and smoking in all spaces of the theatre is concerned. The only exception where is the smoking allowed is a place designated as a smoking room (local coffee bar in times set by the bar keeper). **Butts as well as all used matches must be put into the ashtrays located in the coffee bar on the places designated for smoking, not into waste-paper baskets and the like.**
2. **For any open flame application, pyrotechnic effects or even smoking on the stage, welding and similar potentially dangerous activities in the theatre there must be a written order/permission. Welding works may be performed solely by persons having valid certificate for this kind of works and a permission from the management of the theatre.**
3. It is permitted to employ heaters and other electric appliances provided they are furnished with a valid document, proving that they passed a revision. Visiting ensembles will not be allowed to use their appliances without submitting this revision certificate. Heaters and other electric appliances in the spaces of DNP can be only used by responsible and authorized persons which are provably acquainted with the device operation and a possible fire-risks associated with improper handling. Names of authorized persons, manipulating with heaters and other electric appliances (including submersible units) must be in case of visiting subjects specified in the letting DNP agreement. In the case of DNP employees there must be name of the person authorized to manipulate with appliance stated in the space where is the respective device operated.
4. **All working places must be kept tidy. All wastes, particularly paper, textile, wood and other flammable materials must be collected in special containers which must be emptied daily. Visiting ensembles are responsible for liquidation of such a waste and its disposal from the spaces of DNP.**
5. It is prohibited to install provisional power wirings to electric appliances and devices, as well as setting up of spare lightings and removing guards/coverings of lights. All discovered defects on the electric installations and equipment must be immediately reported to the respective head. Defective installations and equipment must not be further employed and visiting subject must report all discovered defects to the lessor.
6. When storing/depositing various materials such as coulisses, pieces of furniture etc. it is necessary to ensure and maintain free access to fire extinguishers and wall hydrants, electric switchboards, main switch and water stops. The communications and manipulating areas meant as emergency evacuation paths must be kept permanently unobstructed as well.
7. It is necessary to ensure that after performance or after completing any other activities are all working areas of DNP fire-safe. Employees of DNP and authorized persons from visiting subjects must before leaving check up whether all electric appliances are disconnected from electric power supply (with the exception of refrigerators), lights and audio monitoring are switched-off and the windows are closed. It is also necessary to make sure that there is no danger of fire from the waste baskets.
8. It is necessary to get acquainted with portable fire extinguishers, their operation, placement and application. In DNP there are powder and carbon-dioxide extinguishers installed. In general both this types are considered to be suitable for extinguishing burning organic materials, plastics, flammable liquids and devices connected to electric power supplies. Wall hydrants are meant for extinguishing burning organic materials and in no case may be used for devices connected to electric power supplies.
9. It is necessary to get acquainted with local fire-alarm directive and an evacuation scheme, including individual duties and responsibilities in persons/materials evacuation and the materials evacuation priorities. When fire breaks out it is necessary to take all possible measures to rescue all endangered persons, sound the fire-alarm by shouting "HORÍ" ("Fire") and ensure fire reporting to the registration office (or alternatively directly on telephone number 150 in accordance with valid fire-alarm directive) and to start extinguishing.
10. Employees DNP as well as the authorized persons of subjects in a long-term lease contracts are obliged to take part in periodically organized training courses on fire and occupational safety and fire drills. They also have to pay attention to observance of all safety rules and to point out detected defects and cases of breaching safety rules.
11. **When performing open flame, pyrotechnic effects or smoking on the stage visiting ensemble is obliged to ensure fire-surveillance at its own costs.**
12. **To all performers and/or members of the permanent and visiting subjects as well as to all other persons occurring in the spaces of the theatre during lease is strictly prohibited to manipulate with stage technique and theatre furniture in the absence of the DNP technician in duty.**  
**Stage technique includes stage gallery, velvet coverings, curtains, piano, sound equipment, lights and wirings. For borrowing stage props, furniture, costumes etc. we charge 10.-CK/day if not explicitly stated differently before signing contract.**
13. **Installation/anchoring of theatrical scenery is carried out in a traditional way. It is strictly prohibited to glue whatever on the walls and the floor of the stage.**
14. Furniture employed on the stage is prohibited to move by shifting, it must be always carried after being lifted. Visiting subjects (hirers) must return stage to the condition as it was when it has been taken over i.e. without furniture, stage props and tidy. If cleaner/detergent is required you can ask for DNP technician in duty.

## Prague Fringe Festival Venue Information Pack – Divadlo Na Prádle Kavárna

**15. When persons younger than 18 years are performing on stage the management of the company/group (hirer) is obliged to ensure permanent pedagogical surveillance at its own cost and responsibility. DNP does not bear any responsibility for persons on the stage who do not observe internal operating provisions and DNP technician in duty is entitled to deport them from the spaces of DNP.**

**16. It is strictly prohibited to enter stage with a chewing gum (with the exception when it is a component of a performance).**

**Using confetti, powdery materials (coloured powders, sands), greasepaints etc. is prohibited on the stage as well as in all spaces of the theatre and coffee bar (Kavarna).**

### **Backstage**

**1. Visiting ensembles must keep backstage tidy. When numerous performers are present all observed drawbacks (such as full waste baskets, empty soap containers, shortage of towels, toilet paper etc.) must be reported to the DNP technician in duty.**

**2. Visiting ensembles must not manipulate and employ deposited stage props and costumes in possession of DNP or its permanent guests.**

**3. Ensembles using DNP technical equipment (such as washing machine, ironing board, iron) must after usage return the items to the original condition and place them on their original place.**

**4. It is strictly prohibited to glue whatever on the backstage walls.**

**5. All performers of local and visiting ensembles must pay attention to the closing of doors connecting spaces open to the public with the backstage - not disclosing to unauthorized persons (friends, family members etc.) authorization codes to the backstage.**

### **Auditorium, foyer, spectators staircase, sanitary facilities**

**1. It is strictly prohibited to glue whatever on the walls and doors in the spaces open to the spectators.**

**2. It is strictly prohibited to pour or throw whatever inappropriate into toilet bowls and washbasins.**

**3. It is prohibited to visiting ensembles to do any manipulations with an auditorium, number and arrangement of seats. Any modification of an auditorium is possible only after agreement with DNP.**

**4. After rehearsal are performers obliged to leave theatre spaces in the same condition as were when taken over.**

### **All premises of the theatre**

**1. It is strictly prohibited to perform any fabrication or finishing up of scenery, props, costumes (operations such as cutting drilling or painting). This restriction also holds for using greasepaints and hard to remove paints where attempts to remove may damage existing fire protection.**

**2. For non observance of the above restrictions the ensemble will be charged 60000.-CK for cleaning and fire-retardant treatment of fabrics and interior of the theatre.**

**3. Entrance of dogs to the theatre is prohibited with the exception of guiding and assistance dogs accompanying handicapped persons. About this fact must be DNP informed in advance.**



# Museum of Alchemists



## Address

Jánský vršek 312/8 Malá Strana

Nearest Metro – Malostranska; 12 min walk, Nearest Tram - Malostranské náměstí; 8 min walk.

The Museum of Alchemists lies below the castle a little uphill from other Fringe venues. The theatre is part of a museum which tells the story of Edward Kelley, a sixteenth century English alchemist who lived in the building. There is a bar beside the performance space. The museum also has a large and pleasant courtyard.

Alchemist is suitable for small-scale music, poetry, storytelling, comedy, etc.



Front entrance



## Stage Dimensions

Museum of Alchemists Venue Information Pack updated May 2015. © Giles Burton 2015

## Prague Fringe Festival Venue Information Pack – Museum of Alchemists

Height +40 cm

Depth 2.00m

Width 3.30 curved edge

The stage is a 40cm step up from both the auditorium and dressing room.

There is a trap door in the stage that allows some equipment to be stored underneath, actors have hidden here in the past, the only access is via the trap door.

### Seating

35 on benches and stools around tables (33 if using piano)



NB. Photo taken from entrance doorway, stage is immediately to the right

### Stage Floor

Wood boarding

### Stage Surround

Black drapes – the drapes hang over a window and access door

### Site Lines

Good

### Audience Entrance

Through door from small foyer which leads into a bar or into the courtyard. There are no steps from street to the theatre.



### **Piano**

There is a reasonably good piano next to the stage. It cannot be lifted onto the stage.



### **Dressing Room**

Behind stage, reasonable size, no showers. Toilet is shared with audience but accessible from dressing room. Access from rear of dressing room leads to courtyard and from there to audience door.

### **Set Storage**

Limited, within dressing room or behind black curtains.

### **Lighting**

The lighting is fairly basic and consists of LED PAR cans, which can give a range of colours and three conventional lights that give a wash. Because of power restrictions it is not possible to add extra lights.



Sound & Lighting control

### **Sound**

Alchemy is used for small scale music and has a basic “Samson” system consisting of:

2 x PG 48 microphones and stands

4 channel mixer (plus 2 x stereo line inputs for laptops/CD, etc.)

2 x Samson speakers

This system is suitable for spoken-word, singers may wish to bring higher quality microphones.

### **Projection**

It would be difficult to do conventional projection in this venue. There is nowhere to hang a projector and little depth to put one onstage.

### **Noise pollution**

Some from courtyard outside and people passing into the bar. It is generally not too bad.

Residents live above the courtyard so there may be limitations on what you can do in the courtyard, especially later in the evening.

### **Website**

For Museum of Alchemists

<http://www.muzeumpovesti.cz/en>

## Prague Fringe Festival Venue Information Pack – Museum of Alchemists



Please note that the curtains cover the window during performance.



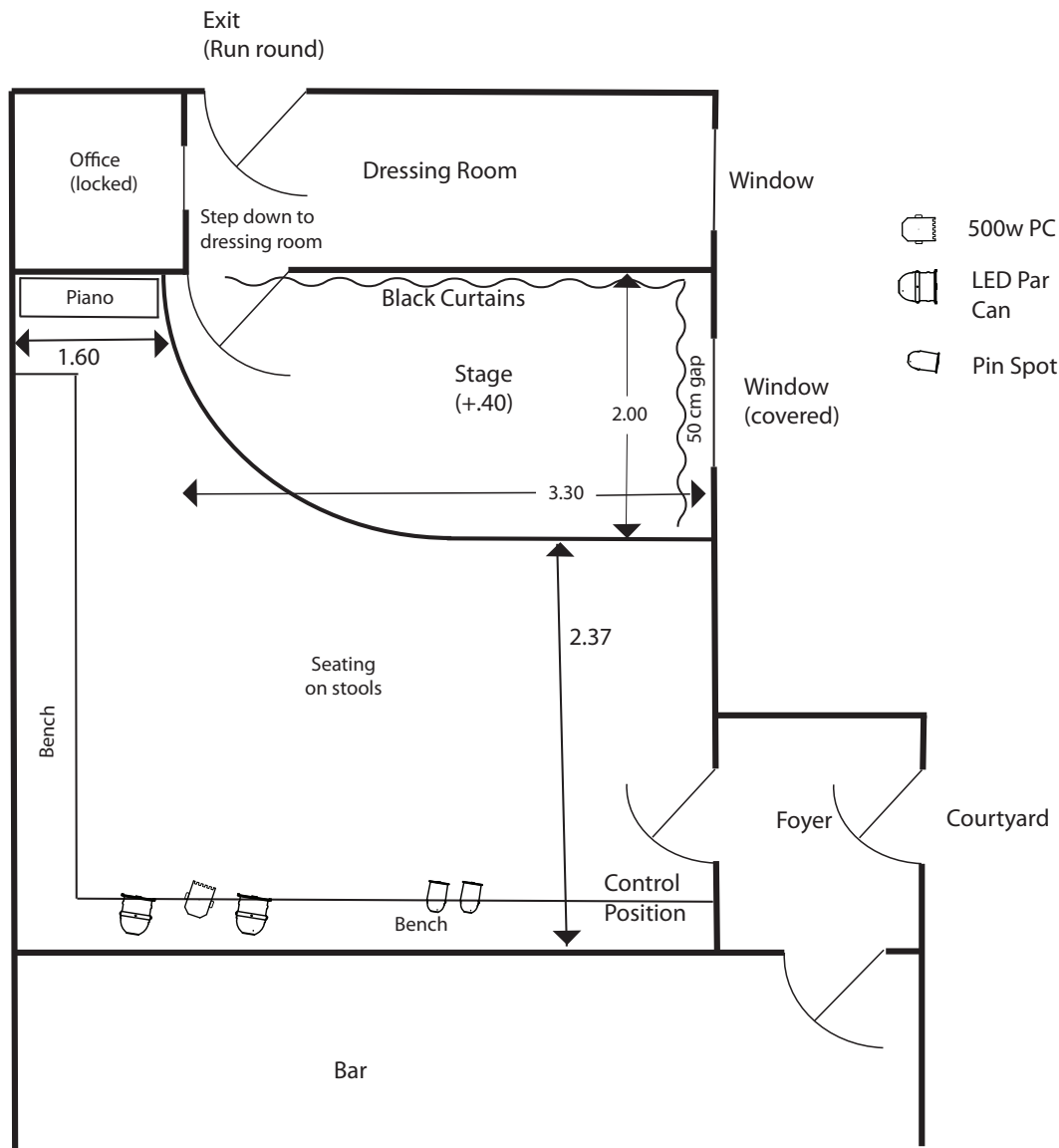
Panoramic shot of stage - 180° view

**Google maps** – copy and paste this link to see map

<https://www.google.com/maps/place/Muzeum+alchymistů+a+mágů+staré+Prahy+%2F+Museum+of+alchemists+and+magicians+of+old+Prague/@50.0881835,14.3988025,21z/data=!4m2!3m1!1s0x0:0xdb89d5b5811f2fa5>

## Museum of Alchemists

This plan is indicative only and not to scale



© Giles Burton 2015

# Kavárna 3+1

(ka-vaar-na trzhi pluz yed-na)



## Address

Plaská 10, Praha 5 - Malá Strana

Nearest Metros - Malostranská and Anděl (both 15 min walk)

Trams no. 12,20,22 to Újezd stop (1 min walk)

3+1 is a small bar on the edge of the Malá Strana district. The venue is a very basically equipped room at the rear. This venue is very intimate and is suitable for poetry, storytelling and comedy. The performers are very much in a shared space with the audience.

The technical set up here is very basic. Lighting comes either from the overhead lights or small domestic spotlights, most companies work without sound.

The stage is a 2 x 1 m platform, 20cm high.

Art work may be on the walls and cannot be moved.

It is impossible to completely exclude noise from the bar at this venue.

There is no Prague Fringe Technician at this venue and it is not possible to hire an operator.

The bar is open to the public from 13:00 every day.

Please be aware that this is not a conventional theatre space and has virtually no technical support.

## Seating

20 on chairs set out in rows.

## Stage

There is a (20cm) raised platform 2m x 1m

## Entrance

For both audience and performers from bar.

There is a possibility of performers coming from storage area to side of room. There are no steps from the street to the theatre.

## Sound

Very basic domestic system.

YOU or one of YOUR team will need to operate any sound from next to the entrance; PFF cannot supply a technician at this venue.

The amplifiers are located in a locked cupboard below the window and cannot be accessed during performance.

A single minijack cable is supplied to a point near the door into which a laptop/mp3 player can be plugged. Please note: there is no mixer so volume must be controlled on your device.

It is not possible to use microphones or multiple devices in this venue.

## Lighting

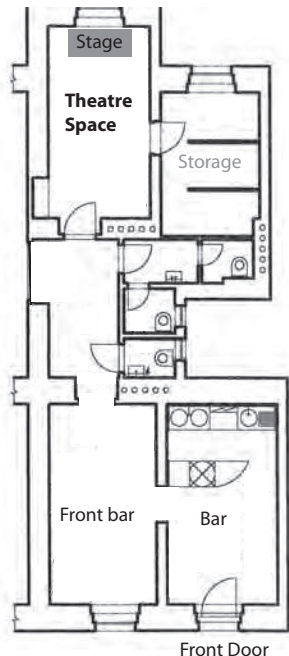
Very minimal. Domestic spot lighting to highlight stage with on/off switches on the lights. The main ceiling lights can be switched on/off. All the lights are simple on/off switched. The main lights have been recently changed and are now bulbs hanging from strips in the ceiling.





Annie Moir - Poetry

### 3+1 Layout of whole bar



#### **Dressing Rooms**

Non. Performers use performance space before audience enter. It is possible to wait in the storage area. Toilets shared with audience.

#### **Technician**

This venue has no Fringe Technician so sound has to be operated by performer or your operator.

#### **Storage**

Very limited space is available in the bar store. Anything large must be removed each night.



### Rehearsals

Please note that as this space has no technical equipment we only offer 2 hours of rehearsal time as standard in this venue.

### Google Maps – copy and paste this link to see the map

<https://www.google.com/maps/place/Kavárna+3%2B1/@50.0807705,14.4056107,20z/data=!4m2!3m1!1s0x0:0xbd8386f8618164b?hl=en>



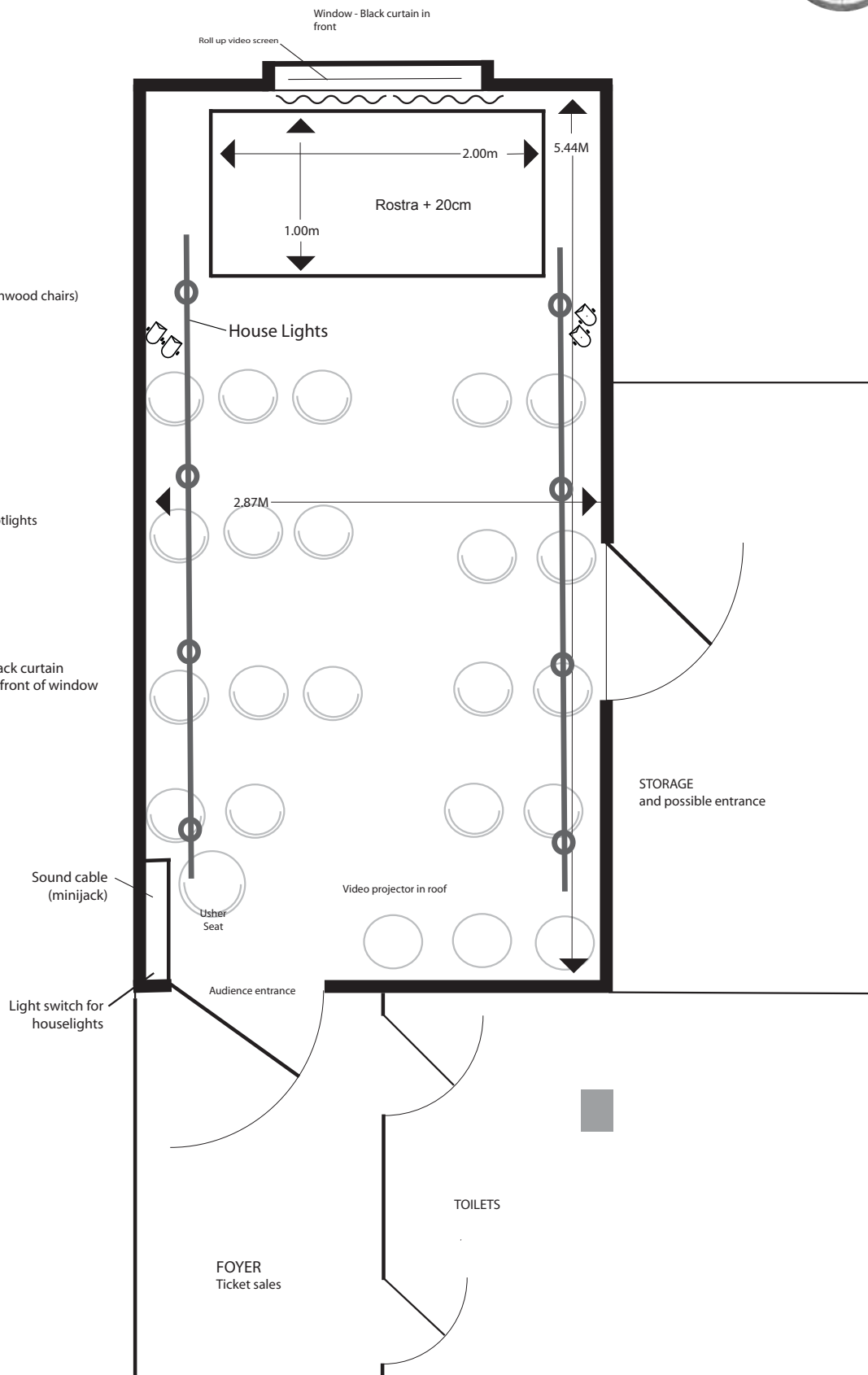
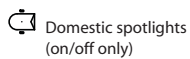
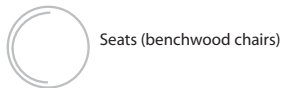
Brite Theatre – '*Richard*' 2015 Photo Olivia Dvořáková

# 3+1 (Tri plus Jedna)

Not to Scale



Seat layout  
indicative only



© Giles Burton @ Prague Fringe 2015

# **Malostranská beseda -** (malo-stranz-ka bess-e-dah) **Multi-purpose room**

**Address:**

Malostranské náměstí 21, 110 00 Praha 1

Nearest Metro - Malostranská (five minute walk)

Trams - 12,20,22 to Malostranské náměstí (directly outside)

**Website:**

[www.malostranska-beseda.cz/en/club/programme](http://www.malostranska-beseda.cz/en/club/programme)

Malostranská beseda is a well-known Prague music venue in a completely renovated building on one of the main squares in the Malá Strana area near the famous Charles Bridge.

The multi-purpose room is on the second floor. It shares facilities with main venue on the first floor, including dressing room and bar. There is also a second bar on the same level.

The space is a simple empty room with no theatrical facilities. No lighting, sound or seating is supplied. There are 10amp power outlets where you can plug in your own domestic lights and sound.

This venue is suitable for non-conventional performances, for example having the audience lying on the floor or standing. It may be possible to supply a limited number of loose chairs.

**Audience**

Max 20.

**Dimensions**

4.9m x 9.4

**Technical**

This venue has no technical equipment. There is no sound or lighting equipment. The venue has switched ceiling lights. There are also several domestic power points around the room into which your lights can be plugged.

**Natural Light**

The window does not have shutters, however there will be some masking on the windows. It is not possible to have a black out in this room. Please remember that in Prague in May/June it remains light until approx. 21:00.

**Staffing**

This venue has no technician or venue manager. A front of house person will collect tickets and sit in the show to cover health and safety.



### **Access and audience entrance**

The venue is on the second floor with access via stairs or lift. There is one door from the foyer. The doorway to the office is not usable as this leads to the venue office.

### **Dressing room**

On the first floor, shared with main space.

### **Floor**

Wooden parquet

### **Google Maps** – copy and paste into your web browser for map of location

[http://maps.google.com/maps?hl=en&client=safari&rls=en&q=malostranska+beseda&bav=on.2,or.r\\_gc.r\\_pw.,cf.osb&biw=1182&bih=1012&um=1&ie=UTF-8&sa=N&tab=wl](http://maps.google.com/maps?hl=en&client=safari&rls=en&q=malostranska+beseda&bav=on.2,or.r_gc.r_pw.,cf.osb&biw=1182&bih=1012&um=1&ie=UTF-8&sa=N&tab=wl)

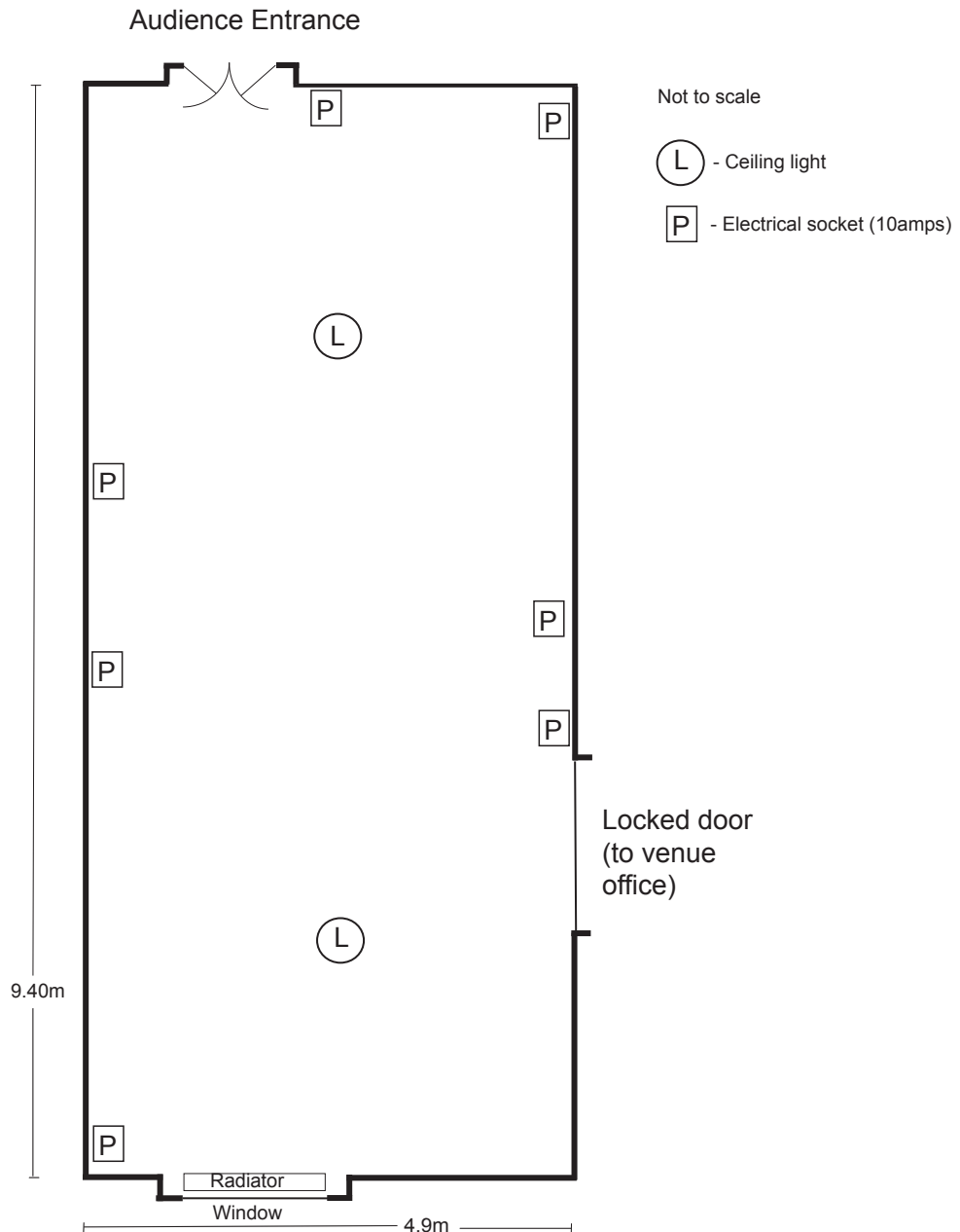


From audience entrance – door on Left is not usable



From window looking to audience entrance

# Malostranská beseda multi-purpose room



Thank you for taking the time to read the application information

If you are ready to submit your application please follow the link below to visit the online application form:

<https://fs30.formsite.com/praguefringe/form2/index.html>

*(AFTER SUBMITTING, YOU WILL AUTOMATICALLY RECEIVE A COPY OF THE FORM TO YOUR EMAIL FOR REFERENCE)*

If you have any questions or problems with your submission, please contact us at:

[info@fringe.cz](mailto:info@fringe.cz)

You can also find general information for participating companies (FAQs and handy tips for marketing your show) which might help you to decide whether or not you want to apply on our website at:

<http://www.praguefringe.com/en/right/participating-groups/>

We look forward to receiving your application!

Team Fringe