

### Front of House – Lobby

- Displays – do not move or cover any WPAC materials without permission
- No masking or scotch tape may be affixed to any wall
- Sales of Concessions provided and sold by the Renter must be approved at time of contract signing by WPAC
- Receptions held in the Lobby by the Renter must be approved in advance
- A limited number of tables can be made available
- Food Concessions will be provided by WPAC when deemed appropriate by WPAC Staff
- All Food & Drink items must be consumed in the Lobby only
- It is the renter's responsibility to see that No Food & Drink (including water) is taken by anyone into the Theatre area
- Public Restrooms are located in the north-west corner of the Lobby – these are not to be used for Dressing Rooms by participants

### Mainstage Auditorium

- Seating Capacity TOTAL: 984
- Orchestra – 496 plus movable chairs to accommodate people with disabilities in last row
- Lower Balcony & Box Seats: 278
- Upper Balcony: 210
- Balconies can only be reached by steps – no elevator

### Studio Theatre - Black Box

- Seating Capacity: 112 with bleacher seating—max allowed capacity with chairs 150
- Type of Seating: Pull-out Bleachers with Fixed Chairs or Stackable Chairs
- Flexible Space for small audience

### Mainstage Auditorium Dimensions & Features

- Stage Width: 48'
- Proscenium: 42'
- Partial Thrust: 59'10"
- Floor – painted masonite
- Orchestra Pit – hydraulic lift: 12'
- Caliper: 24'X4' each side
- Rigging – Counterweight

#### Curtains:

- Main – Guillotine or Traveler – Orange Velour
- Borders – 3 @ 45'4" X 10" – Black Velour - Adjustable
- Legs – 6 @ 12'X 26' – Black Velour – Adjustable
- Movie Screen – 9' upstage of Main Curtain Lin

#### Light, Sound & Fly System

- Lighting: Total Capacity of Stage Service: 400 Amps
- Divided: single phase, 3 wire, W20-50 Amps
- Company Switch: 400 Amps
- Location: Stage Right Proscenium Wall
- Follow Spot Booths: 50 Amps
- Lines: 32
- Front of House – Permanent Feeds
- No front of house patch panel

#### Studio Theatre – Black Box

- Stage: variable stage floor dimensions: 23.5'X23.5"
- Overall room dimensions:29'X24'X18'8" high
- Rigging – Dead hung lighting grid

#### Dressing Rooms: 2 large & 2 "star"

- Additional Backstage Restrooms
- Auxiliary Dressing Areas available

#### Parking

- Free & Adjacent to Theatre
- On Westside of building – Lots 4 & 5
- On Southside of building – Lot 3

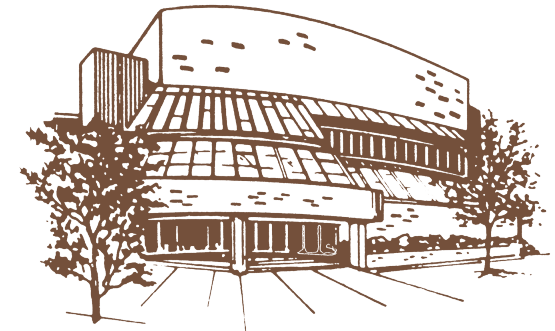
#### Loading Dock –

#### with special permission of Director only

- On west side of theatre tower
- Space for 1 semi truck at dock
- Dock is not roofed
- Height of Dock – 3' No lift
- Loading Dock Doors – 10' X 13'4"

#### Alternate Loading-In Entrance

- Door #32 on Westside of Building – north of Dock



## INFORMATION

*The Warren Performing Arts Center is dedicated to providing educational and cultural programs for the students and community of Warren Township*

The **Warren Performing Arts Center** (WPAC) is a state-of-the-art complex. This impressive facility houses a nearly 1000-seat auditorium complemented with a black box Studio Theatre and classrooms, practice rooms and offices for Warren Central High School's Performing Arts Department. Precise acoustics, unobstructed viewing, comfortable seating, ample free parking, and easy accessibility are just a few features that complete a total theatre experience.

### Street & Mailing Address

9500 East 16<sup>th</sup> Street, Indianapolis, IN 46229  
Theatre & Box Office Entrance— door #27

### Telephone Numbers:

Managing Director/Technical Director: 317-532-6275  
Assistant Director: 317-532-6260  
Box Office Number:317-532-6280  
FAX 317-532-6440

[www.warrenpac.org](http://www.warrenpac.org)

[wpac@warren.k12.in.us](mailto:wpac@warren.k12.in.us)

**Time Zone**

Eastern

**Year WPAC Opened:**

1983

**Owner:** Metropolitan School District of Warren Township

## AREA HOTELS

**AA** Hampton Inn East  
2311 N. Shadeland Ave.  
(317) 359-9900  
[www.hamptoninn.com](http://www.hamptoninn.com)

**BB** Comfort Inn East  
7015 Western Select Dr.  
(317) 359-9999  
[www.comfortinn.com](http://www.comfortinn.com)

**CC** Hawthorne Suites Ltd  
7035 Western Select Dr.  
(317) 322-0011  
[www.hawthorn.com](http://www.hawthorn.com)

**DD** LaQuinta Indpis East  
2349 Post Dr. East  
(317) 897-2300  
[www.lq.com](http://www.lq.com)

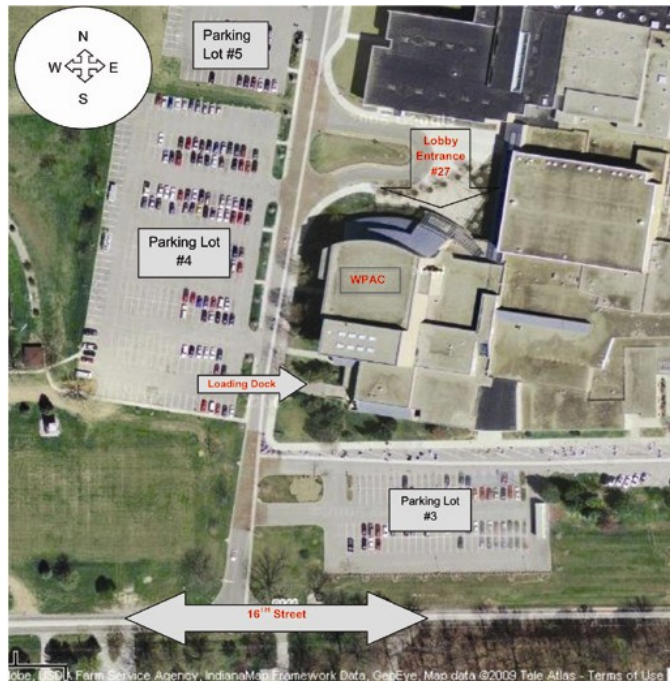
**EE** Ramada Inn East  
6990 E. 21<sup>st</sup> St.  
(317) 359-5341  
[www.holiday-inn.com](http://www.holiday-inn.com)

**FF** Fairfield Inn & Suites  
7110 E. 21<sup>st</sup> St.  
(317) 322-0101  
[www.fairfieldinn.com](http://www.fairfieldinn.com)

**GG** Indpls Marriott East  
7202 E. 21<sup>st</sup> St.  
(317)352-1231  
[www.marriott.com](http://www.marriott.com)

**HH** Signature Inn Indpls East  
1-465 & E. Washington St.  
(317) 353-6966  
[www.jamesoninns.com](http://www.jamesoninns.com)

## WPAC Building & Parking Map



**A** Warren Performing Arts Center

**B** Applebee's Neighborhood Grill & Bar  
7345 E Washington St (317) 375-9007

**C** Yen Ching Restaurant:East  
8512 E Washington St, (317)899-3270

**D** Italian Gardens Restaurant  
8336 E Washington St, (317) 898-7333

**E** El Jaripeo  
10417 E Washington St, (317)-898-3921

**F** The Legend Classic Café in Historic Irvington  
5614 Washington St (317) 356-2028

**G** Jockamo Upper Crust Pizza in Historic Irvington  
5646 E Washington St (317) 356-6612

**H** Red Lobster  
1752 N Shadeland Ave (317) 352-1679

**J** Texas Roadhouse  
1405 N shadeland Ave (317) 356-8081

**K** Tie Dye Grill  
1311 N. Shadeland, (317) 353-9393

**L** Oishi Sushi & Grill  
6929 E 10th St (317) 356-8880

**M** Joe's Crab Shack—(Also Outback Steakhouse, Crack-  
erbarrel, Steak 'n Shake, fast food, etc)  
2307 Post Dr. (317-895-0483

**N** Salute Italian Restaurante  
1007 N Post Rd (317) 895-6923

**O** Bando Restaurant (Japanese)  
8015 Pendleton Pike (317) 897-8277

## Hotel & Restaurant Map



## General Rental Information

**All charges subject to 4 hr minimum**

Main Theatre: \$250/hour

Studio Theatre: \$75/hour

Other Charges:

Technical Director: \$30/hour

Front of House: \$25/hour

Student Crew: \$10/hour/person

Custodian: \$25/hour

Security: \$25/hour

*An Estimated bill will be included with the contract. This estimate is based on perceived needs and will reflect the largest amount for which a renter could be responsible. The Final Invoice will be for the actual use and usually reflects a much lower amount than the Estimate.*

**All Renters must speak with the WPAC Director before paperwork can be issued.**

## Box Office/Ticket Sales

A renter may decide to contract with the WPAC Box Office to sell tickets under the following conditions:

- The WPAC uses Vendini Ticketing – an on-line company – for all of its ticket sales.
- Tickets are available through [www.warrenpac.org](http://www.warrenpac.org) and the Box Office at 317-532-6280 (during Box Office hours. )
- All tickets sales must be made through WPAC Box Office.
- Box Office can print "Consignment" tickets for the renter to sell.
- All Vendini charges which include a variety of credit card fees, will be paid by the renter with the amount deducted from Gross ticket sales.
- A printed Vendini Statement will be provided upon request
- At the renter's discretion, the tickets maybe mailed to patrons. The \$1 fee/order can be charged to the customer or the renter may absorb the cost.
- The renter may also opt to have all tickets held at "Will Call", which could impact number of Box Office personnel needed on the day of show.
- A \$.50/ticket fee to cover the cost of week-day personnel & ticket stock will be deducted from gross ticket sales.
- On Performance day, the Renter will be charged \$15/hour per person for Box Office Staff - a minimum of 4 hours/person. This will also be deducted from the gross ticket sales.
- Number of personnel & hours to be determined by WPAC after consultation with Renter.
- A check will be issued by the WPAC no more than 60 days after the last event date.