

**LOWELL MEMORIAL AUDITORIUM
TECHNICAL INFORMATION**

General Information

The Lowell Memorial Auditorium is located in historic downtown Lowell, just 30 minutes from downtown southern Boston, MA and northern Nashua, NH. The Auditorium was built in 1922 and was renovated in 1984. The main hall accommodates approximately 3,000 people and is handicap accessible. Three meeting and reception rooms, two large dressing rooms and one star dressing room are also available. The Auditorium also boasts the breathtaking Hall of Flags reception area, a moving tribute to our country's war heroes.

Location

- Administrative Address Lowell Memorial Auditorium
50 East Merrimack Street
Lowell, MA 01852

- Administrative Telephone (978) 937-8688
All inquiries, marketing and operational questions may be directed through the main switchboard.

- Administrative Fax (978) 452-7342

- Box Office Telephone (978) 454-2299

- Box Office Fax (978) 459-5796

- Stage Door/Loading Dock. Located on Brown Street

- Box Office Entrance 50 East Merrimack Street

- Audience Entrance Located on East Merrimack Street

Seating Capacity

Upper Balcony	1,347
Parquet	723
Floor	792
Total	2,862

Loading Area

- Loading Locations. Passenger and freight loading through the Brown Street loading dock
- Loading Ramp Brown Street loading dock
- Loading Door The loading door is upstage center 12' 2" X 6' 8" high
- Elevator An on-stage floor elevator 10' X 13' to house level is available

Stage Measurements

- Proscenium Width 56' 6" , Height 34"
- Stage Back wall is curved. Depth at center is 38' from plaster. At 28' off left or right of center depth reduces to 32'. Height 4'.
- Wings Stage left and right wings are 5' down-stage increase to 10' upstage.
- Apron 14' down-stage of plaster at 20' off center left or right.
- Grid None. False ceiling at 34' high. Exposable structural steel running up and down-stage. 50' X 23' box truss can be equipped with traveler, tracks, banners, etc. High trim of 32'.
- Front of House To protection booth 120'; to boom lifts left and right 48' to balcony rail 80'.
- Stage Rigging Main curtain is motorized traveler. There are 2 @ 50' counter weight battens at 3' and 4' 6" upstage. Each arbor has a 600 lb. capacity. There are five (5) winch operated 32' battens between 7' 3" and 10' upstage. Winches are dead haul with 1000 lb. ratings. There is a center stage black out traveler.

Dressing Room Accomodations

- Two Large Each can accommodate 30-40 with 4 showers, mirror space for 10 and furnished lounge space.
 - One Small Has private shower and toilet facilities.
- Hospitality and Production Office are accessible from the dressing room area. Additional alternative space is available upon request.

Amenities Available

- Washer/Dryer (2 of each)
 - Iron/Ironing Board
 - Professional Steamer
 - 6 Wardrobe Racks
- Tables & Chairs available upon request

Meeting Spaces

1st Floor Two meeting rooms approximately 680 square feet each.

Capacities:	Lecture Style	50
	Classroom Style	24

(Each room is equipped with projection screens and can be subdivided into two smaller rooms.)

3rd Floor Function room with approximately 1980 square feet.

Capacities:	Lecture Style	250-300
	Classroom Style	130
	Banquet Style	150

Hall of Flags Same measurements as 3rd floor.
Available as a reception area.

** Caterers/menus available upon request.*

Projection Equipment

Equipment and rental rates available upon request.

Power

Off stage right – 2 @ 400 amp 3 phase and 1 @ 200 amp 3 phase. Requires City Electricians for tie-ins.

Lighting Equipment

Lowell Memorial Auditorium has a 36 channel 2 scene preset lighting console. There are 24 @ 2.4 K.W. dimmers and 1.2 @ 7.2 K.W. dimmers. The lighting inventory consists of eight (8) 6 X 16 1k lekos, 24 @ PAR 64 1 K.W. cans. There are permanent circuits on stage pipes and on the box booms. There are two (2) satellite followspots available for a nominal charge.

Audio Equipment

- (1) Mackie 32x8 channel console
- (1) Ashley stereo 1/3 octave equalizer
- (2) Lexicon Alex effects units
- (1) 8X8 XLR snake
- (6) Shure Beta 58 mics
- (4) Shure SM57 mics
- (2) Countryman DI boxes
- (4) EAW KF850 (center cluster)
all crown powered
- (12) EAW JF80 (balcony and under – balcony fill)

Lowell Memorial Auditorium

50 East Merrimack Street Lowell, MA 01852 978/937-8688 Fax:
978/452-7342

FEE STRUCTURE

RENT

Rental Fee \$ 3,000.00 vs. 10% of gross
Fees for non-profit organizations may differ. Please call the administrative office for more info.

PERSONNEL AND EQUIPMENT CHARGES PER PERFORMANCE

Technical Director	\$ 500.00
Building Operations Personnel	\$ 250.00
House Manager & Ushers	\$ 1,200.00
Security	\$ as required
Stagehands	\$ as required+20% benefits (\$25/per man per hour)
Police	\$ as required at prevailing rates (\$200/per officer)
Fire Marshall	\$ as required at prevailing rates (\$200/per officer)
Cleaning	\$ 650.00
City License	\$ 100.00
Set Up	\$1,500.00 as required - LMA is a theater style set up, any other seating arrangements will incur this set up fee.
House Lighting	\$ 300.00
Follow Spots	\$ as required (\$150/each)
House Sound System	\$ 500.00
Production Phone Lines	\$ 150.00 per phone

\$1,000,000.00 Liability Insurance Policy is Required

Plus any additional outside equipment rentals.

BOX OFFICE

Box Office Fees	\$ 700.00 (\$100/per week on sale cap at \$700)
Ticketmaster Charges	\$.07 cents on box office tickets
	\$.20 cents on remotes
Credit Card	% 4.1%
Facility Charge	\$ 1.00 charged to each ticket for restoration fee. For events not sold through Ticketmaster, a flat fee of \$2,000.00 will be charged to promoter.