The hardest thing is knowing where to start. What do I need to consider in terms of the technical needs and logistics of touring?

I will go through a few points to begin with and then we will look at what it all means.
What do I need for my show?

- What venue/s am I aiming for?
  - Proscenium Arch, Black Box, Town Hall, Open Space etc
- Who is my Audience?
- What will my set brief be?
  - Will it be designed to tour Large/Medium/Small?
  - Will it require specialty knowledge?
  - How will it be transported?
  - Is there any local props or set I need and will this be readily available?

Venue? This is an important question as it determines who your audience is and where you can tour to?
Audience? This is important for who/how you sell the show.

Set
This is an important step in moving forward with the rest of your planning.
Is your set going to be able to tour with ease and fit into the spaces on the tour?
Will the set/props require specialised knowledge to assemble or operate?
Can you as the producer get the set into a truck/van within your budget?
Are you leaving yourself open for failure by asking a third party to supply something integral to the show?
What do I need for my show?

- What technical needs do I require from the venue?
  - Is there lighting/audio/AV?
  - Who will operate our show?
  - Is what I am asking for readily available in most venues?
- Will I have a Production Manager/Team?
  - Have I thought of the benefits of this?
  - How many staff will I need?
  - What will this cost?

Technical
What do you require to make the show happen?
Who is going to operate the show?
Am I asking for the right things?

Production Team
This can benefit a tour by allowing a team/individual to bring your ideas/show to light.
Can touring staff double up or are you asking to much of them.
Can this cost be attributed to the show costs.
WHERE TO FROM HERE?
Designing

- Are you designing your show to tour or are you starting out your design for a one venue show.
- Are you engaging the right designer for your show.
- Is your design adaptable?
- Will your designer be available for a remount
- Have you thought about OH&S whilst designing

Designing your show is where things can go right or wrong for you.
Simply put Yes. This is the most important document for all venues as it has the information that lets the venue know what to expect.

They need to include everything to do with the show from the pre rig to the last close of the truck/van doors. The best tech specs have the information laid out in sections. I will go over this soon.

The devil is in the detail. For Cyberpaddock you may need to be careful to ensure you get it as close as possible. This is always easier than it sounds but the closer it is the less problems you will have in the future. The Touring Spec needs to be a more comprehensive version of the cyberpaddock spec.

When thinking of what I will require on tour should I think of touring strange and hard to find equipment or request that from the venues?

Crewing is so hard to work out. It is best to ask for one more than needed if you are unsure. But the care needs to be taken into the actual request. Do you need a sound tech or can a venue tech do the job?
TECH SPEC
What to include?
What is in my Tech Spec?

- Contact Details
  - Production Manager
  - Touring Coordinator/Manager
  - Stage Manager
  - Lighting Designer
- Venue Access
  - Loading Dock
  - Vehicle Access
What is in my Tech Spec

- Staging and set
  - What elements are on tour
  - Minimum stage requirements
    - Width, height and depth
    - Fly system
  - Special requirements
  - Props requirements
- Lighting
  - Specific requirements (effects/gel/gobos)
  - Touring equipment
  - Plans (generic and/or venue specific)
What is in my Tech Spec

- Audio
  - Full spec of what is required
  - Touring items
  - Schematics for complex setups
  - Communications
- AV
  - Touring equipment
  - Requirements from the venue
- Wardrobe
  - Requirements from the venue
What is in my Tech Spec

- Orchestra Pit
  - Seating Plan
  - Touring Equipment
  - Venue Requirements
- Dressing Rooms
  - The ideal setup/number of rooms
  - Minimum requirement
- Other
  - Anything that is not covered in the for mentioned subjects/headers
What is in my Tech Spec

- Crew Requirements and Schedule
  - How many crew is required
  - What skill set is needed
    - 3x LX, 2x MX and 1x SX or 6x Techs
  - What are the times scheduled from start to finish
    - Is there enough time
    - Have I allocated breaks
    - Is pre rig included or extra
  - Who is operating the show
REQUESTS FOR VENUES

What to ask for?
To tour or not to tour?

- What is reasonable to ask for?
- Regional Venues and Touring Destinations
  - Less resources available
    - In the venue
    - Close by to hire
- Is the item crucial to the performance
- Would it be easier to tour the item/s
OH&S
What do I need to do?
Safety Matters

- Comply with local state and federal laws and regulations
  - Includes for example S28 of the OH&S Act 2004 (Victoria). Duties of designers of buildings or structures
- SWMS (Safe Work Method Statements) or SWP (Safe Work Procedures)
  - This is the responsibility of the producer to supply to the presenter
- Fatigue/Stress
  - Have I done everything in my power to reduce this

28. Duties of designers of buildings or structures
(1) A person who designs a building or structure or part of a building or structure who knows, or ought reasonably to know, that the building or structure or the part of the building or structure is to be used as a workplace must ensure, so far as is reasonably practicable, that it is designed to be safe and without risks to the health of persons using it as a workplace for a purpose for which it was designed.
Penalty: 500 penalty units for a natural person;
2500 penalty units for a body corporate