



## FAQ

Frequently asked questions about using the fortyfivedownstairs theatre:

### **Can I use gaffer tape on the floor?**

No you can't as it rips up the surface of the floor.

### **So how do I fix down cables or carpet etc?**

We have a number of cable mats that you are welcome to use.

### **Can I bring in my own Box Office Manager?**

No, we have an inhouse Front of House and Box Office Manager.

### **Can I have out of agreed hours access to the theatre for a photoshoot?**

Where ever possible we will provide you with access out of agreed hours for photo shoots or other show related event. This does need to be by prior arrangement however.

### **What are your requirements regarding promotional material?**

fortyfivedownstairs requires that you use our logo and follow our visual standards guide in all promotional material for the show. We need to see a proof of all printed material at least one week prior to your scheduled print-run. Unfortunately we are not able to allow use of promotional material that doesn't follow our guidelines.

### **Does the bar open after the show?**

We can open the bar after the show on occasional evenings by arrangement. There is a cost attached to this. Our license only runs until 11pm and so we are not able to have the bar open any later than this.

### **Can I run the theatre bar myself?**

Sadly, no. We need to provide bar staff due to our license requirements. Also the bar is one way that we are able to make a wee bit of much needed revenue, which allows us to continue to subsidise our rental to artists and performers.

### **Can I leave equipment and props at fortyfivedownstairs after the bump-out to be collected the next day?**

No, everything that you bring into the venue must be removed on the night of the bump-out.

### **Does fortyfivedownstairs provide rehearsal spaces?**

No, as we have a back-to-back schedule of shows we are not able to offer rehearsal space.



### **Why does fortyfivedownstairs schedule one-off events during performance seasons and exhibitions?**

From its inception in 2002 fortyfivedownstairs' has presented the widest possible range of arts related events with the aim of providing a sympathetic environment for the creation of high quality work in all performance media. In particular our aim has been to develop the widest possible audience for Independent performance and visual arts.

In accordance with this aim, fortyfivedownstairs curates occasional one-off events during performance seasons and exhibitions. In holding these one-off events, the benefits are far reaching:

- - It brings a new audience to an event they might not otherwise have known about (in some cases resulting in sales of artworks or bookings for shows).
- - It builds and maintains a connection with many target markets, thus strengthening the fortyfivedownstairs' presence in public and private sectors.
- - It provides an opportunity for events that have limited resources to be held in a professional and stylish CBD venue. Such events include forums or launches for other not-for-profit organisations, and crucial workshops/readings for new play developments.
- - It supports our financial bottom line: fees from corporate events help us to continue to offer subsidised rates to artists.

### **Can I sell my own tickets**

No, tickets must go through our system.

### **Can I use areas other than the inside of the theatre for my production? E.G. the area outside the loading dock/windows, or the gallery above?**

This is not included in the area hired. The gallery can be used for Box Office for an extra charge and by arrangement with the Venue Manager; availability is dependent on the exhibitions running as well as other factors.

### **fortyfivedownstairs is a very old building and seems to be very cold, do you have heaters for us to keep our cast, crew and audience warm?**

We do have heaters in the dressing room to keep your cast warm. In the theatre we have radiant heaters which are located in the lighting rig above the audience. These don't warm the space but warm the bodies of the audience once they're in place (<http://www.outdoorheating.com.au/shop/catalog/Radiant-Heat-sp-15.html>). During cold weather we can facilitate the hire of gas heaters in order to warm the space for your cast and crew. Ideally we would love to keep the space warm at no extra cost however as a not-for-profit theatre this is not possible at our current level of income.