

# THE HARLINGTON

## The Harlington

### Visitor Information & Technical Specification

**VENUE CONTACT:**

Alex Robins – General Manager  
Email: [alex.robins@fleet-tc.gov.uk](mailto:alex.robins@fleet-tc.gov.uk)  
Tel: 01252 811009

**The Harlington**  
236 Fleet Road  
Fleet  
Hampshire  
GU51 4BY

#### **ABOUT THE HARLINGTON**

Operated by Fleet Town Council, The Harlington is a flexible multi-purpose arts and entertainment venue offering events, courses, live entertainment and room hire.

### General Management

General Manager: Alex Robins  
Technical Manager: Ruairi McNulty  
Facilities Manager: Ben Crane  
Senior Duty Manager: Rodney Marshall  
Duty Managers: Samuel Jolliffe & Sarah McKibbin

### Box Office and Marketing

Box Office and Marketing Manager: Amy Stanton - Hogg  
Marketing and Box Office Assistant: Carys Dicker  
Box Office Supervisor: Charlotte Soane

### Parking

The Harlington is surrounded by (Pay and Display) car parks. These are run by Hart District Council and can be accessed from Fleet Road at the front of the building, Victoria Road to the side or Harlington Way at the rear.

### How to find us

#### By Car:

We are a short drive from Junction 4a of the M3. Our postcode is GU51 4BY.

#### By Train:

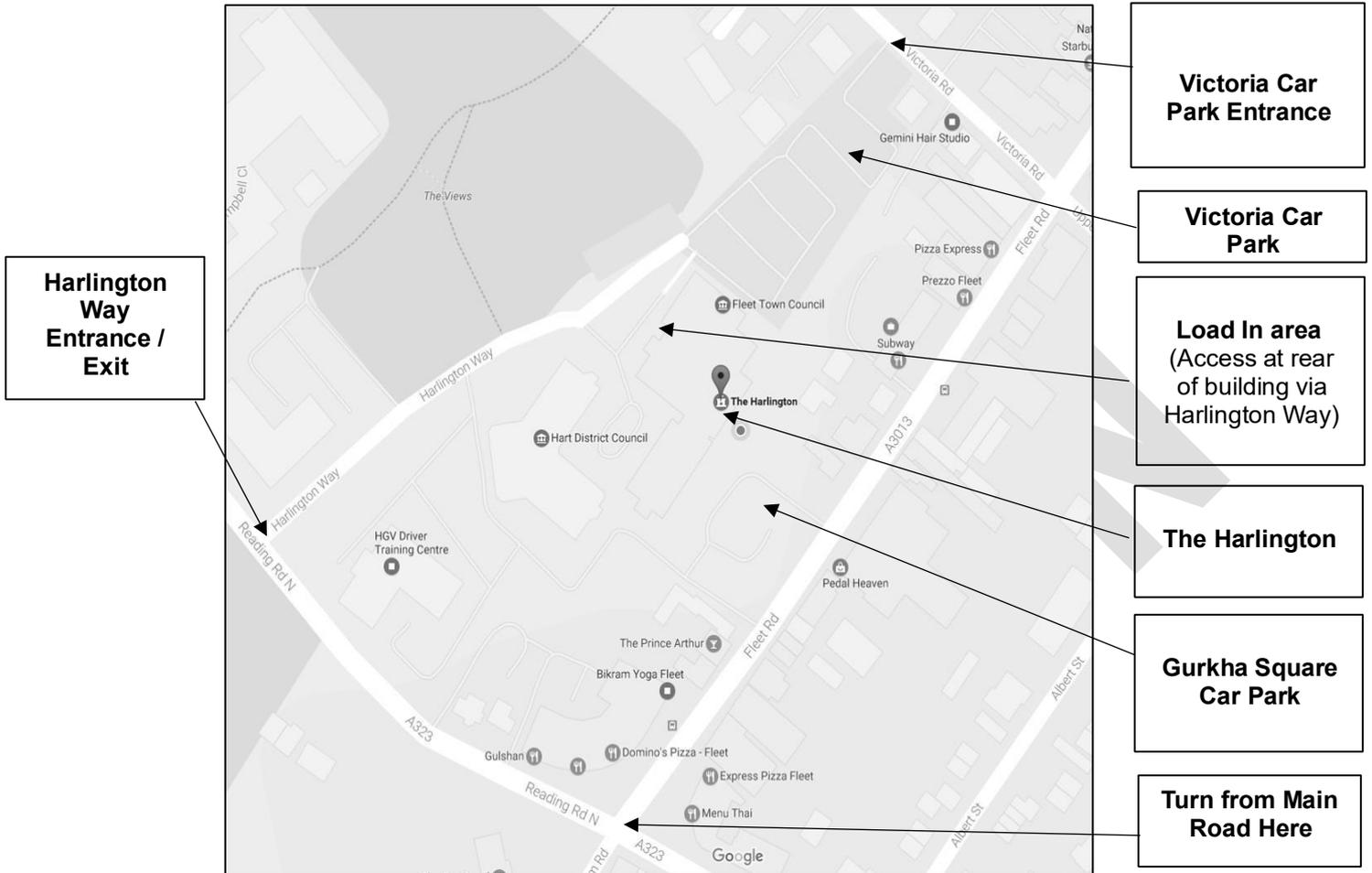
The closest train station is Fleet, from there buses 30, 72 and 77 all go towards The Harlington every 30 minutes.

Alternatively, Fleet train station is a 20 – 25 minute walk from the Harlington.

### Accommodation

We recommend trying:

[www.travellodge.co.uk](http://www.travellodge.co.uk) [www.daysInn.com](http://www.daysInn.com)  
[www.premierinn.co.uk](http://www.premierinn.co.uk)  
[www.lismoynehotel.com](http://www.lismoynehotel.com)



### Box Office

The Box Office is open Monday to Saturday 10am to 2pm. The Box Office is also open prior to and during performances.

### Bars

There is a bar in the Function Room and in the Auditorium. Bar opening times can be arranged prior of the event.

### Merchandise

If the sale of merchandise is required for an event, the venue can provide a sales area, but unfortunately cannot supply sales staff.

### Heating & Ventilation

A Duty Manager is available throughout an event to monitor and adjust settings as required.

## Dimensions

### Stage

Proscenium Width: 8350mm (27ft 3")  
Proscenium Height: 3450mm (11ft 3")  
Pros Thickness: 295 mm (11")  
Depth of Stage to Back Wall (Includes Apron): 6260mm (20ft 5")  
Apron Depth: 890mm (2ft 11")  
Apron Width: 10420mm (31ft 1")

### Above Stage

Grid beams: 5570mm (18ft 2")  
Underside of Cinema Screen: 4090mm (13ft 4") Bar  
Out Dead (Majority): 5300mm (17ft 3")

### Wing Space (Depth x Width)

Wing Space Stage Left: 4550mm (14ft 9") x 4000mm (13ft 1")  
Wing Space Stage Right 2585mm (8ft 5") x 4560mm (14ft 11")

Auditorium (Flat Floor - Depth x Width) 15320mm  
(50ft 2") x 17470mm (57ft 3")

## Stage Equipment

- Stage management position
- One show relay camera showing a stage view from FOH
- 2x Intercom packs to allow communication between stage and control box.
- One audio show relay to both dressing rooms
- Two pairs of soft masking legs
- One pair of mid-stage black running tabs operated from stage left wing
- One pair of up-stage black running tabs operated from the stage left wing
- One set of front tabs/curtains operated from DSL
- One Star Cloth
- Four Rostra – 2.5m (8') long x 1.25m (4') wide

## Flying Facilities

There is one bar situated upstage that can be lowered and raised to accommodate backdrops or projection screens. Also, there are 12 bars / tracks which are fixed, please see the hanging plot for further details. Bars/tracks can be altered through discussion with the Technical Manager in advance of the event.

## Standard Hanging Plot

Bar Number	S.W.L	Distance from Back of Proscenium (Metric)	Distance from Back of Proscenium (Imperial)	House (Standard Plot)	Visiting Company Plot
FOH	200KG	-4430	- 14ft 5"	LX Advance Bar	
1	160KG	80mm	2"	House Tabs (Tab Track)	
2	160KG	110mm	3"	Empty (Swipe Track)	
-	-	470mm – 700mm	1ft 5" - 2ft 3"	Cinema Screen	
-	40KG	1100	3ft 6"	Short Leg Bar	
3	200KG			LX1 (Truss & IWB)	
4	160KG	1480	4.8"	Empty (Swipe Track)	
5	160KG	2160	7ft 1"	Empty(Swipe Track)	
6	160KG	2330	7ft 6"	Split Blacks (Tab Track)	
-	40KG	2660	8ft 7"	Short Leg Bar	
7	200KG	3040	9ft 9"	LX2 (Truss & IWB)	
8	160KG	3480	11ft 4"	Empty(Swipe Track)	
9	160KG	3780	12ft 4"	Split Blacks (Tab Track)	
10	200KG	4070	13ft 3"	LX 3 / (Truss)	
11	160KG	4070		Star Cloth (Swipe Track)	
12	160KG	4370		Empty (Swipe Track)	
Back Wall		5020	16ft 4"		

## Load In / Out

Load ins are made through the rear of the building at auditorium level. Equipment must then be lifted onto stage level (4ft Approx.)

Unfortunately, we do not have a stage door area/entrance. Access to the backstage area for artistes is via the main entrance at the front of the building.



## Dressing Rooms and Washroom Facilities

- 2 large dressing rooms with seating for at least 12 artists, both dressing rooms have 2 showers and toilet facilities.
- Small kitchen – with microwave, kettle, fridge and ironing facilities.



## Wi-Fi

WIFI is available at The Harlington, Join the 'TheHarlington' network and then follow the instructions to sign in.

## Capacities

In line with the conditions of our Public Entertainment license and in the interests of fire safety, the maximum number of persons we can accommodate on the stage, in the dressing rooms and general backstage areas, including chaperones, helpers and technical crew, etc. is 100.

The Function Room and Dance Studio may also be hired for rehearsals and functions, contact the General Manager for information on rates and what the spaces can be used for. (Function room capacity: 60, Dance Studio capacity: 60)

## Seating Configurations

We are a flat floor venue offering a versatile set of seating configurations including Theatre and Cabaret style seating. The seating configuration for your event can be agreed at the time of booking.

## PRODUCTION EQUIPMENT

### LIGHTING

#### Control

Chamsys Magic Q

#### Dimmers

4 x 6 channel Zero88 Beta dimmer packs

#### Follow spots.

1 x Strand 2kw follow spot

#### Generic Lighting

14 x 1000W par can

10 x 500W ETC Source 4 Junior

#### LED Lighting

8 x Prolight StudioCob Par

2 x Stairville LED Matrix

1 x Lanta Aurora 1000

#### Automated Lighting

6 x Martin Mac 700

12 x Robe Colour Wash 575

4 x Clay Paky Alpha Beam 300

2 x Martin Mac 250

### SOUND

#### Control

1 x Midas M32

1 x Soundcraft Si Expression 2

#### Loudspeaker - PA

4 x L-Acoustics Arcs Wide

4 x L-Acoustics SB18

#### Amplification – PA

2 x L-Acoustics LA4

#### Loudspeaker – Stage Monitor

8 x EV ELX 112P

2 x EV EKX 18SP

#### Digital Stage Boxes

1 x Midas DL32

1 x Soundcraft Mini Stagebox 32

### Microphones

7 x Shure SM57  
7 x Shure SM58  
1 x Shure Beta 91A  
2 x Shure Beta 52A  
1 x Sennheiser E906  
1 x AKG D112  
6 x AKG C430  
8 x AKG D40

### POWER DISTRIBUTION

2 x 32Amp 3 phase distribution unit.

### AV

Panasonic PT-VMZ61 Projector  
165" Celexon front projection screen

### SPECIAL EFFECTS

Please contact us in advance of your event if you intend to use any of the following:

- Pyrotechnics
- Real flame
- Strobes
- Lasers
- Guns
- Cigarette/cigar smoking
- Scenery or props
- Live animals

If you have any questions or would like further details regarding this document, please contact the General Manager via [alex.robins@fleet-tc.gov.uk](mailto:alex.robins@fleet-tc.gov.uk), or the Technical Manager via [ruairi.mcnulty@fleet-tc.gov.uk](mailto:ruairi.mcnulty@fleet-tc.gov.uk) or call 01252 811099