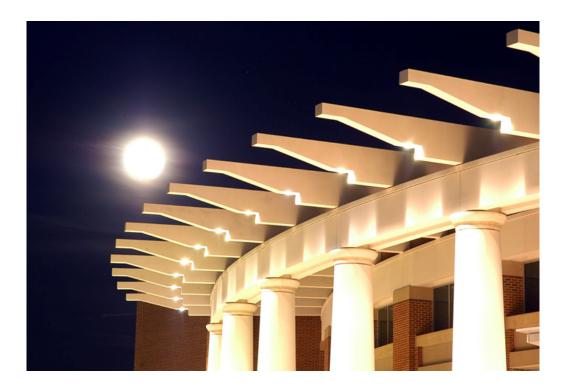


<u>Event</u> <u>Technical/Production</u> <u>Guide</u>



Revised: 5/12/2010





General Information

On August 1, 2006, the 350,000 sq ft, \$130 million John Paul Jones Arena (JPJ) opened its doors to the public for the first time. The largest arena in the Commonwealth of Virginia, JPJ has already hosted numerous sell out events and was awarded the title of *"Best New Major Concert Venue"* by Pollstar Magazine. Located in Charlottesville, Virginia on the grounds of the University of Virginia, the arena is the home of Virginia Cavalier basketball. JPJ has already established itself as not only a venue that draws guests from Charlottesville, but from surrounding cities and states as well. With a seating capacity from 16,000 to 2,500 the John Paul Jones Arena provides flexible seating options for all types of events.

Management

John Paul Jones Arena is an SMG managed facility. SMG, the world leader in venue management, marketing and development, was founded in 1977 with the management of the Louisiana Superdome. SMG has since grown to manage over 200 convention centers, exhibition halls and trade centers, arenas, stadiums, performing arts centers, theaters, and specific-use venues such as equestrian centers.

Charlottesville, VA and Beyond

The City of Charlottesville is nestled at the foothills of the Blue Ridge Mountains in western Central Virginia. Home to a population of over 40,000 residents with a metropolitan population of over 200,000. The City has earned a reputation as being one of the most livable places in the country. In 2004 the City was given the distinction by <u>Cities Ranked and Rated</u> as the **Best**

Place to Live in America.

Current Population Estimate (2004 Census) University Students Residing within City (2002) Median Family Income (2005)

40,745 (SMSA 185,041) 9,000 \$45,486

The city has services provided by Charlottesville-Albemarle Airport, Greyhound, and by Amtrak.

John Paul Jones Arena is centrally located to many major cities:

69 Miles from Richmond, VA116 miles from Washington, D.C.121 miles from Roanoke, VA225 miles from Raleigh, NC

304 Miles from Charlotte, NC.





CONTACT INFORMATION

Shipping Address: (Packages)

295 Massie Road Charlottesville, VA 22904

Arena Management Postal Address:

P.O. Box 400862 Charlottesville, VA 22904

Website: www.johnpauljonesarena.com

SMG Reception Desk: 434-924-3318

Jason Pedone, General Manager Jesse Lynn, Dir. Of Event Services Joe Imbriaco, Event Services Manager Liz Flynn, Dir of Marketing Brian Weisbrod, Finance Manager/Merch Contact Scott Cornwell, Dir. of Operations Robert Wheeler, Chief Engineer Marvin Mason, Box Office Manager

SMG Fax:

434-243-4959

BOX OFFICE

MusicToday is the official ticketing company for the John Paul Jones Arena. Our Box Office is required to be used at all ticketed events (unless otherwise stated in contract) to insure that maximum service is provided to guests. The arena box office has a combination of 15 inside and outside windows and is located on the west side of the upper level.

- To purchase tickets by internet, visit the Arena's website at <u>www.johnpauljonesarena.com</u> and click the Buy Tickets Link.
- To purchase tickets by phone, please call 1-888-575-8497
- To purchase tickets in person, a patron may visit the Arena Box Office and all Plan 9 Music Store Locations.
- Will Call tickets may be picked up at the JPJ Box Office by guests showing proper photo ID.

MARKETING + GROUP SALES + SPONSORSHIPS

The marketing department can assist in media buys, group sales and/or sponsorship opportunities. The marketing department can create and distribute any group sales materials as well as contact the local group leaders. Local and regional media contact lists are available to the promoter as well. A number of grass roots opportunities are always available including poster distribution and email blasting, to name a few. Please call 1-434-243-4957 for more information..

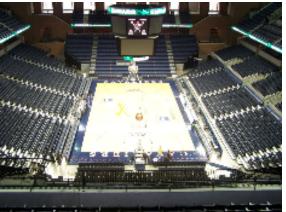




THE ARENA

The John Paul Jones Arena consists of 3 Levels (Event Level, Lower Level, and Upper Level.) The building's 19 suites are located on the Lower Level. The arena bowl is horseshoe in shape, with the east end being the opening of the horseshoe. All four sides of the arena's lower bowl are constructed of telescoping bleachers. **For events in the round there is seating that can be utilized on the east end upper and lower levels.*





John Paul Jones Arena: Facing West

John Paul Jones Arena: Facing East

MAIN FLOOR

- Floor Size and Square Footage
 - With all seating extended: 74'(North to South) x 129' (East to West); 9546 sq ft.
 - With all seating retracted: 130'(North to South) x 208' (East to West); 27040 sq ft.
 - Typical end stage setup: 74' (North to South)** x 165' (East to West); 12210 sq ft
- **With the arena bleachers extended the floor area can be widened to 80' with removal of certain seating pods, please consult with Event Services department.
- JPJ does not have ice making capabilities; the bare floor surface is concrete slab.
- All facility configurations need to be approved by the University Fire Marshal and the Event Services Department.
- The arena has a Robbins Portable All-Star Basketball floor measuring 114'4" x 58'4"

INVENTORY

- JPJ Arena has an extensive inventory of tables (6' round, 6' rectangular and 8' rectangular), podiums, pipe and draping, stanchions, and other equipment needed to support events.
- There are (1300) Black Clarin Model 2000S folding chairs and (200) Blue Clarin model 3400 Padded folding chairs available to be used by events
- Arrangements can often be made to rent equipment that is not in the building inventory.
- Please contact the Event Services Department to discuss specific equipment needs.

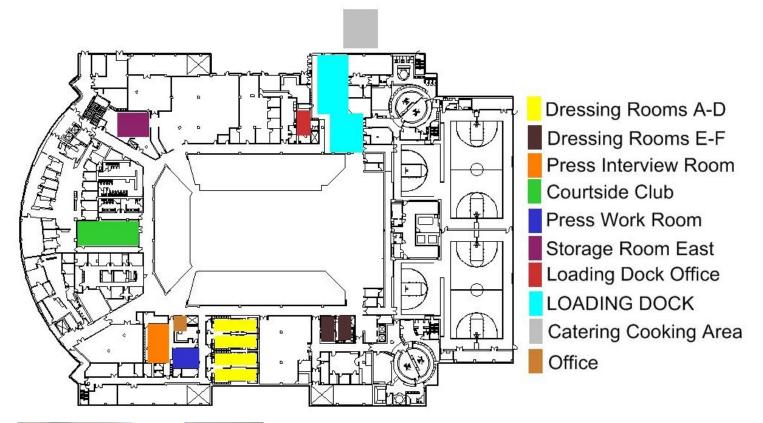




EVENT LEVEL ROOMS

John Paul Jones Arena has up to eleven rooms that are available to be used by events.

- Locks and Keys are available to all dressing rooms
 - There is a \$100 charge for lost keys.
- The Courtside Club, Press Interview Room, and Dressing Rooms A-F are carpeted and have shower/restroom facilities.
- All rooms have phone/internet capabilities.
- The arena does not own any furniture, but the Events Department can facilitate rentals.





Dressing Rooms A-D

Dressing Rooms E-F

Courtside Club





UNLOADING/LOADING

John Paul Jones Arena has 3 loading bays located in the service area at the Northeast corner of the arena.

- Two (7'8" x 12') loading docks, (one dock is equipped with a leveler; a dock plate is also available.)
- One (11'9" x 16') Elephant Door

The marshalling area of the arena is 3260 sq ft.



Outside loading area

Inside of loading area/Marshalling area

- The arena floor is approximately a 100 ft flat push from the loading dock.
- Please notify the Event Manager if you have any items over 6' tall needing access to the arena. (Access vom to the floor is 12' wide by up to 14' tall when sections are removed)

SHOW PARKING

Trailer/Bus Parking is available on the service road/compound at the North side of the arena.

- Shore Power is available for up to 14 buses
- The Event Services Department can arrange for additional offsite parking if needed



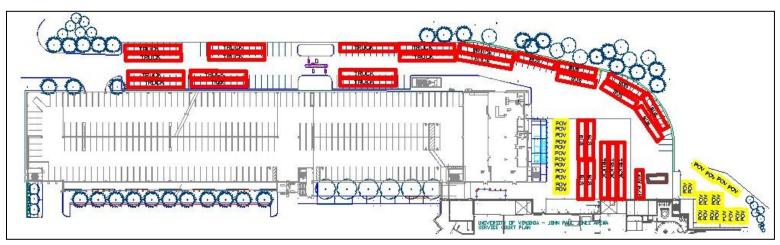


Service Compound



Service Road





JPJ Service Road + Compound

Show Parking Cont:

- There are 2200 guest parking spots available in both the arena's garage and surface parking lots. Additional garages and parking lots are located throughout the university campus.
- The service area is monitored 24 hours a day by video.
- At all times a lane must be available for a fire truck to drive down the service road.

SHOW POWER

- Show Power is available from 6 locations in the arena bowl.
 - o NE Corner
 - 2600 Amps, 208 Volts, 3 Phase
 - 200 Amp Main
 - 400 Amp Main, split 200-200
 - 400 Amp Main
 - 400 Amp Main
 - 800 Amp Isolated Main, Split 400-400
 - o SE Corner
 - 1000 Amps, 208 volts, 3 phase
 - 200 Amp Main
 - 600 Amp Isolated Main, Split 400-400
 - West Floor
 - 400 Amp Main, 208 volts, 3 phase, Split 200-200
 - North Floor
 - 200 Amp Main, 208 volts, 3 phase
 - South Floor
 - 200 Amp Main, 208 volts, 3 phase
 - o Catwalk
 - 800 Amp Main, 208 volts, 3 phase, Split 400-400





<u>Arena Service Compound Power</u>

o 1550 Amps, 208 volts, 3 phase

3 – 50 Amp Bus Connections

200 Amp Main, Split 100-100

- (3) 400 Amp Mains, All Split 200-200
- Connections can be made to house power via bare tails or cam locks
- All cords traveling through public areas must be secured to the floor by cable ramp or tape and meet building management approval

STAGING + BARRICADE

- John Paul Jones Arena owns a StageRight portable stage. Specifications follow:
 - o 80' x 48' x 48"-78" main stage with either Gray Carpet or Black Techstage finish
 - o (2) 24' x 12' x 48"-78" sound wings
 - o Safety railing and black skirting available
 - o (4) Stair units, (1) ADA lift
 - Some additional riser material available
- Building owns 88 linear feet of StageRight blow through barricade and 150 sections of bicycle rack.
- Typical barricade placement is 6' from the Downstage edge

FORKLIFTS/ EQUIPMENT

- The arena owns (2) Mitsubishi 6,000lb propane fueled forklifts and a 60' boom lift that are available for show use.
- Both forklifts have side shift capability and a lift height of 12 ft.
- (1) set of 60" fork extensions are available.
- Additional forklifts/equipment can be acquired via local distributors. (United Rentals, Sunbelt, RSC)

HOUSE SOUND SYSTEM

• The John Paul Jones Arena is equipped with a high-quality sound reinforcement system designed and installed to provide high energy program content to event spectators. Over 6 Tons of loudspeakers, powered by nearly 125,000 watts of amplification, are interconnected to a control room and field panels via nearly 25 miles of electronic and fiber optic cable.

- The arena bowl sound system includes:
 - o 22 Mid-Hi Cabinets
 - 11 Low Cabinets
 - o 14 Sub Cabinets
 - o 23 Delay Loudspeakers
 - o 17 Fill speakers





- Please contact the Event Services department if you'd like additional details on the arena's sound system
- There is an inventory list of sound equipment located in Appendix A of this guide.

CLEARCOM

- Clearcom system includes:
 - A 4 Channel master (SB-440) located within the Audio Control Booth. Interconnection into the system can be achieved at the Broadcast truck dock and utilizes the Clear-Com TW-12 (located in the Audio Control Room) to ensure system matching.
 - A special patching arrangement is provided to permit direct bypass of the House Master station, while still utilizing the house wiring to interconnect to the Spotlight positions in the catwalk. This touring connection is made at the East service level corridor A/V house cabinet. The isolation patch is made from within the Audio Control Booth.
 - Available Clearcom Accessories:
 - 10 Double muff headsets
 - 10 Single muff headsets
 - o 10 Belt Packs

TELEPHONES AND INTERNET

- Pending availability, there are 10 unlisted phone numbers that can be used by shows.
- All phone lines are analog and can be used for fax, internet, and phone connections.
- Wireless Internet is available throughout the arena **registration will be required*
- Hardwire Internet access is available in all show rooms
- Phone/Data connections are available in the service area for visiting production trucks.

FIRE PROTECTION

John Paul Jones Arena is a fully sprinkled facility. Smoke/Heat sensors are located throughout the arena. During events the fire command panel is staffed by trained SMG staff members.

- By law, the building's emergency egress message must be said/played within 10 minutes of an event starting
- •The arena also has an emergency generator that supplies power to house lights, but not show power



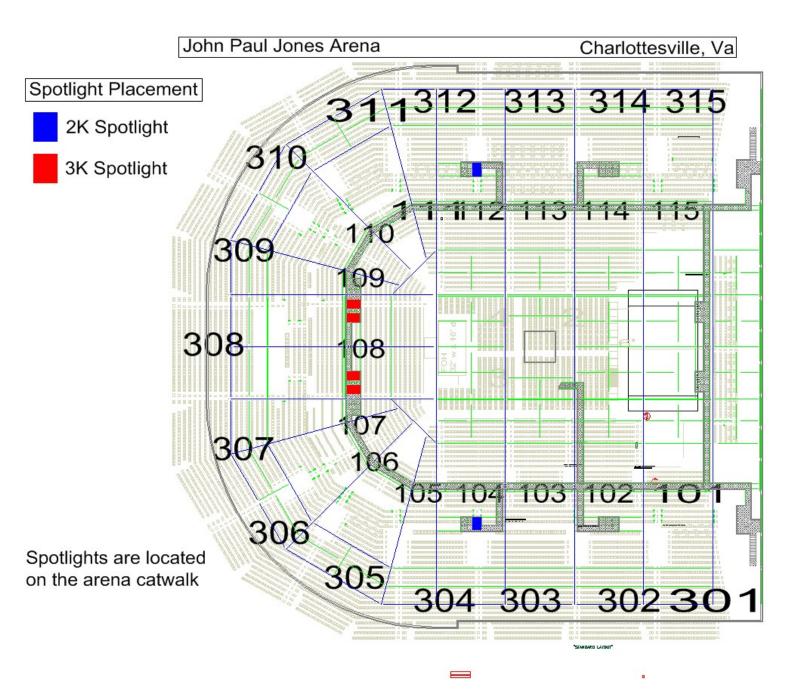


SPOTLIGHTS

The arena has (6) Spotlights located on the catwalk.

- (2) Strong Supertrooper 2000W
- (4) Strong Gladiator 3000W

All Spot platforms are wired for Clearcom.

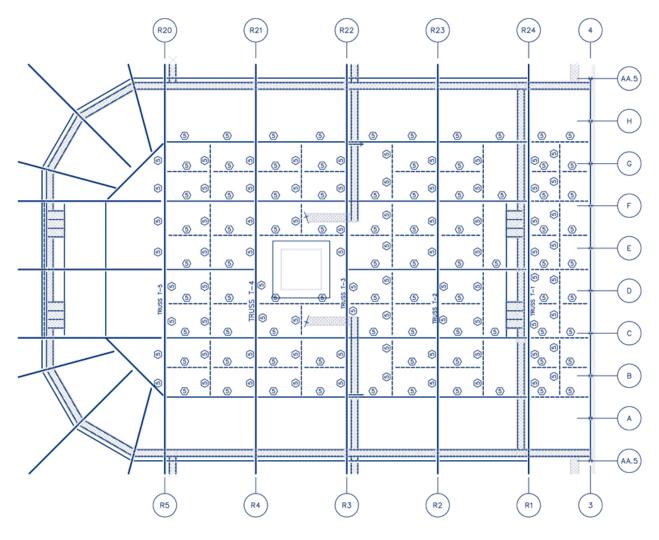






The maximum load for the John Paul Jones Arena rigging grid is 120,000lbs. All rigging plans must be approved by the Event Services Department prior to any event.

- For end stage concerts, the first 12' of floor space from the back wall is not riggable because of a seating overhang located above
- Distances:
 - From floor to low steel: 73'
 - From floor to center speaker clusters: 61' 7"
 - From floor to bottom of scoreboard(in retracted position): 61' 5.5"
- When not in use, the arena's scoreboard can be retracted almost fully into the ceiling.
- Rigging Bays are 15' North to South by 20' East to West
- The arena's high steel can not be used for rigging.
- For safety reasons, all riggers are required to use the fall arrest system at all times
- The arena floor is not centered to the arena's rigging grid because of a slight variation in the lower seating bowl



UNIVERSITY/VIRGINIA JOHN PAUL JONES ARENA



PYROTECHNICS

If pyrotechincs are to be used during a performance, all proper permitting must be submitted to the Event Services Dept. in at least one month prior to the show date. Permits are issued by the Virginia Department of Housing and Community Development.

HOUSE LIGHTS

- House Lights are controlled by computer from the sound/lighting booth located in the Northwest corner of the arena bowl on the lower level.
- The sports lighting of the arena averages 280.27 foot-candles.
- There are (106) 1500 watt HID Sport lights located on the arena catwalk. These lights are equipped with shutters, allowing for instant black out capabilities.
- The arena is also equipped with 1500 watt dimmable quartz-halogen house lights.
- Catwalk mounted aisle lights and Ecoglo strips are installed throughout the arena.
- A trained house light operator must be used for all events.
- Strobe lighting is available for photographers* please contact the Event Services Dept.

LABOR

The exclusive labor provider for the arena is STAGEMONKIE, LLC. All labor calls are to be placed with the Event Services Dept. within one week of an event. Stagemonkie is a union friendly company.

WASHER / DRYER

The arena has both a standard household size clothes washer and dryer located in the dressing room hallway. Hookups for touring washers and dryers can be found in the arena's loading area.

RADIOS

• One house radio can be provided to the client or their designated representative.





VIDEO SERVICES

• The John Paul Jones Arena has a centerhung scoreboard consisting of 2 LED sponsorship rings, an eight sided matrix display and 4 sided Mitsubishi Diamond Vision video boards.



- The arena also has LED boards around the fascia of the upper level and above all upper level doorways.
- The preferred placement of Video World for shows is stage left in the elevator vestibule
- Fees may apply for video support.
- TV's are located in all suites and along both upper and lower concourses. Please speak to the Event Manager if you'd like to plug a show video feeds into these TV's.
- Please contact the Event Services department if you'd like additional details on the arena's video capabilities.

FOOD AND BEVERAGE

Aramark is the official caterer/concessionaire for John Paul Jones Arena.

Catering menus are available at www.virginia.edu/catering

- If a show is traveling with its own caterer, the Event Services Department must be contacted in advance to discuss logistical needs.
- For large catering operations, a tent is typically constructed in the service compound for cooking.
- Show dining is typically done in either the arena's Courtside Club or Press Interview Room. Both rooms can accommodate 50+ people at round tables with room for serving tables.
- There are more then 60 concessions points of sale throughout the arena.





MERCHANDISE/NOVELTY SALES/EXHIBITS

• Merchandise/Exhibit stands can be located in various areas around the arena's concourses; placement of stands depends on fire marshal/building management approval.

• Upon request, merchandise sellers can be provided, John Paul Jones Arena utilizes the staffing company RMC Events to provide competent and professional merchandise sellers.

• Volunteers working for Exhibit/Novelty vendors must display some sort of uniform or credential while working in facility.

• Any distribution of any printed materials or selling of any items at the arena is prohibited unless written permission from building management has been granted.

• Stickers and adhesive backed decals are not to be distributed on arena property, taping/nailing to walls is prohibited, repair costs are solely that of the client.

STAFFING

- The John Paul Jones Arena will provide all event related staffing (unless otherwise agreed upon in contract.) Staffing to include, Operations Crew, Ushers, Ticket Takers, Medical Staffing, Police, Housekeeping, and Security.
- RMC Events Inc. provides guest service staffing for the John Paul Jones Arena. 95% of the RMC staff is certified as security guards by the Department of Justice of the Commonwealth of Virginia.

INSURANCE

All events at the John Paul Jones Arena must have a certificate of insurance on file with building management. The certificate must show comprehensive liability coverage of at least \$3 million. (\$1 million bodily injury, \$1 million for property damage, \$1 million for automotive bodily injury/property damage.) Your insurance provider must be at least VIII rated and be licensed in Virginia.

In the additionally insured section of the certificate the following verbiage is

required:

SMG and the Commonwealth of Virginia, and the Rector and Visitors of the University its officers employees and agents are additional insured on the liability policies, but only with the respect to liability that arises out of the acts or omissions of the Named Insured; or, those persons or organizations with whom the named insured has agreed to provide this insurance under written contract. Worker Compensation is evidenced for employees of the Named Insured only.





SECURITY

The John Paul Jones Arena Security Office is manned 7 days a week, 24 hours a day and is located in the service compound. Security Phone # 434-924-3993

ELEVATORS

- There are 4 elevators in the building.
 - Three passenger elevators: Two located in the NW corner, One in the SE corner
 - \circ $\,$ One service elevator: Located in the SW corner $\,$
 - Service Elevator is rated at 10,000 lbs and has a 4'6"w x 8'h doorway

GUIDELINES FOR MOTORIZED VEHICLE EXHIBITION

- There shall be no refueling of vehicles inside the building.
- There shall be an adequate amount of fire extinguishers in and around the area where the vehicle is being displayed, as set forth by approved floor plan.
- Vehicle keys must be left at the JPJ security office.
- Any vehicle with any type of leak will not be permitted to be displayed.
- The maximum amount of fuel contained should be no more then 1/4 tank or 5 gallons per vehicle.
- Batteries must be disconnected at all times while in the building except for move-in /out.
- There shall not be any storage of flammable fuel in the building
- Fuel tank doors must be locked or taped shut.
- Vehicles may not be started except for move in/out.
- Cleaning of vehicles is the responsibility of the vehicle owner and must follow arena policies.

DOORS

- Typically, doors for an event will open 1 hour prior to the start of the event. In some circumstances management may request doors be earlier.
- Re-Entry: Once a guest leaves the arena during an event, there is no permitted re-entry unless another ticket is purchased or approved by building management.
- There are three public entrances to the John Paul Jones Arena:
 - The main gate (located at the west end of the upper level) 20 doors
 - The Southeast gate(located at the Southeast corner of the building on the lower level **12 doors**
 - o Skybridge entrance(located on the Northwest corner of the lower level) 2 doors





ADA

- John Paul Jones Arena is in full compliance with the American Disabilities Act
- Assisted listening devices and interpreter services are available to guests. It is asked that all events provide a sound feed.
- A drop off area is located on the South side of the arena off of Massie Road

PROHIBITED ITEMS

The following items (but not limited too) are not permitted inside the arena: Aerosol Cans, Air Horns, Animals (accept certified service dogs for the disabled), Outside Food and Beverages, Containers/Bags, Weapons, Balls, and sticks/poles

LOCAL SERVICES

The Event Services Department will provide a menu book and listings for local
 restaurants and services

FIRST AID

- First Aid stations are located in the Northwest corners of both the Upper (behind section 309) and Lower Levels (behind section 109)
- All events are required to have building provided EMT coverage

GENERAL INFORMATION

- JPJ Guest Services is located in the arena's lobby at the main entrance to the building.
- The arena has two ATM's (one on the upper and one on the lower level)
- John Paul Jones Arena is a smoke free facility. Smoking is permitted on the arena's terrace located at the east end of the building.
- Restrooms are located throughout the arena's concourses
 - Restrooms (Male and Female) numbers by level: Event (4), Lower (12), Upper (16)
- As a general rule, cameras and recording devices are not permitted inside the arena. This is subject to change on an event-by-event basis.
- A smoking terrace is located on the east side of the upper level

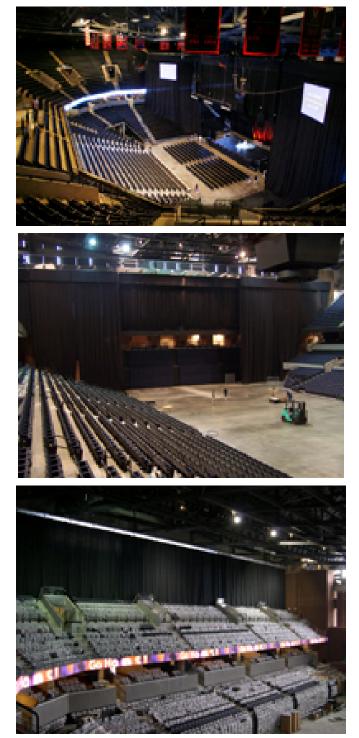
GUEST CONDUCT

- Guests interfering with other guests' ability to enjoy the event may be subject to ejection.
- Guests using foul or abusive language, or inappropriate or unacceptable gestures may be
 subject to ejection
- Guests appearing impaired may be subject to ejection



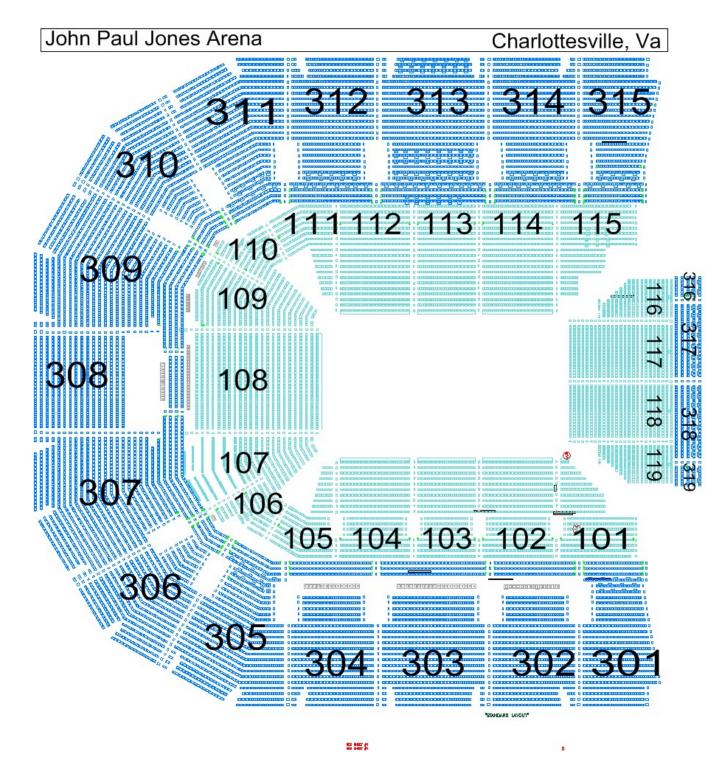


- The arena has 4 separate curtain configurations.
 - Half House (65'h x 222'w drape)
 - o Theater
 - o Masking
 - Endstage (65'h x 222'w drape)





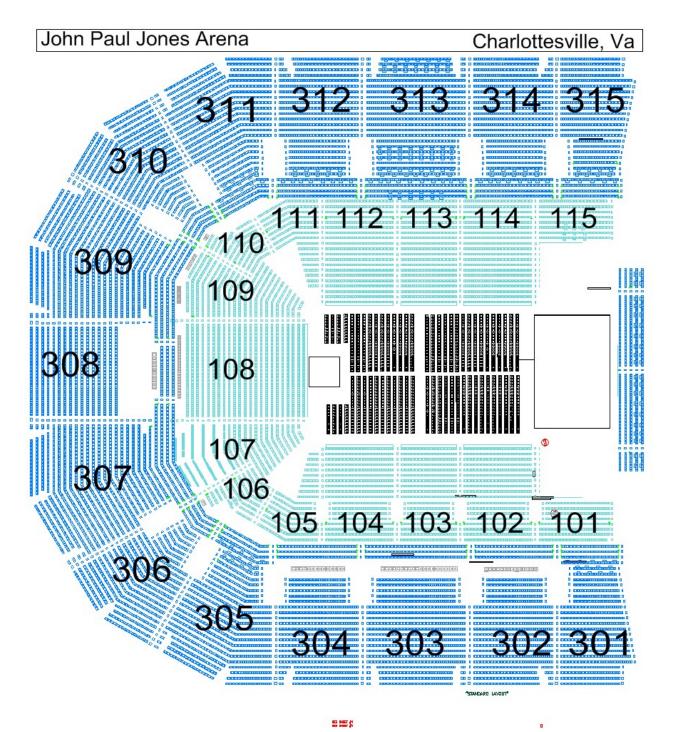




Full Arena Setup



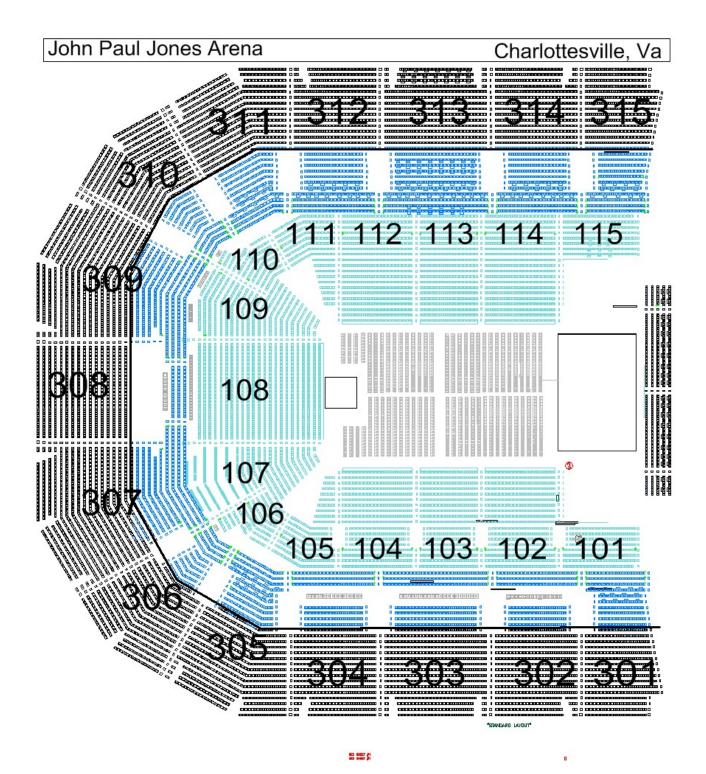




End stage Setup



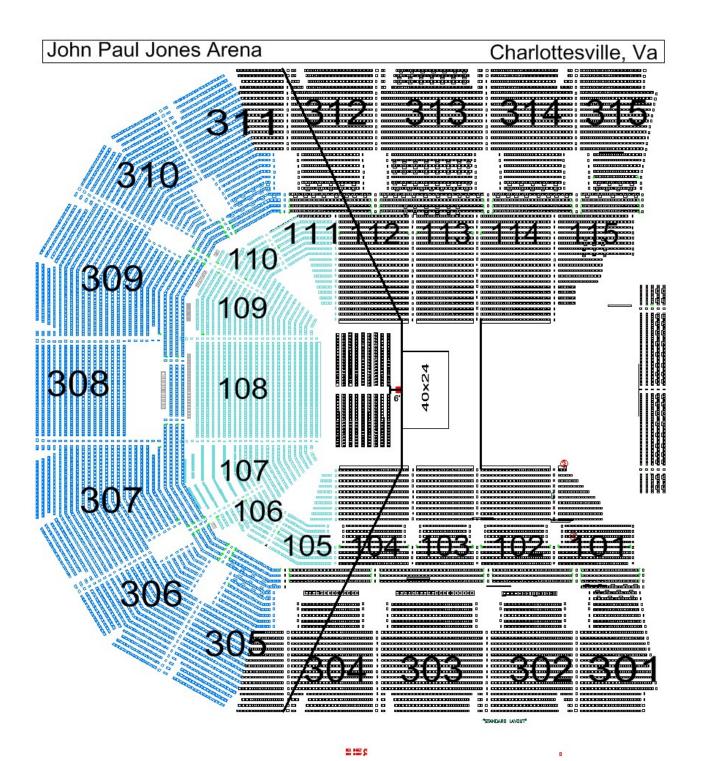




Scaled Down Arena Setup



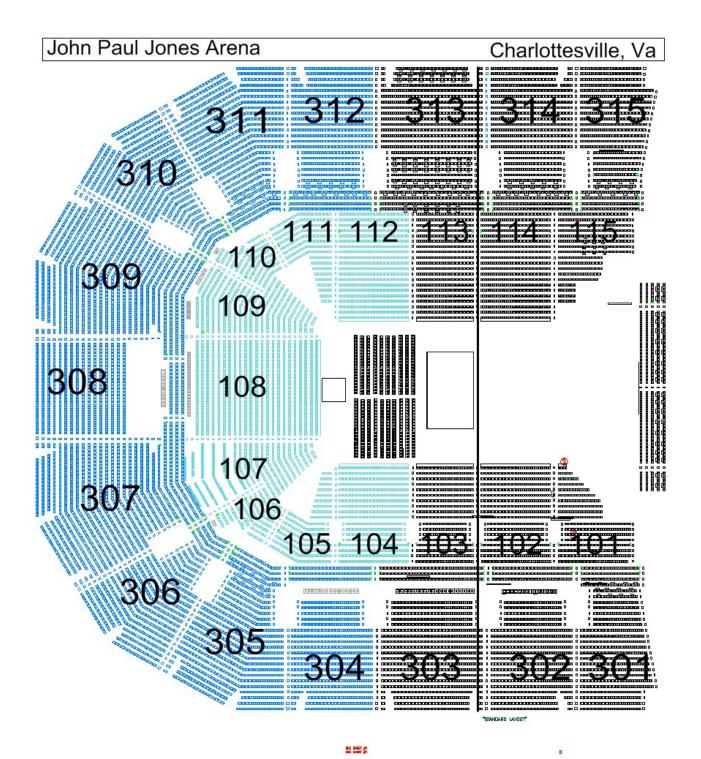




Theater Setup



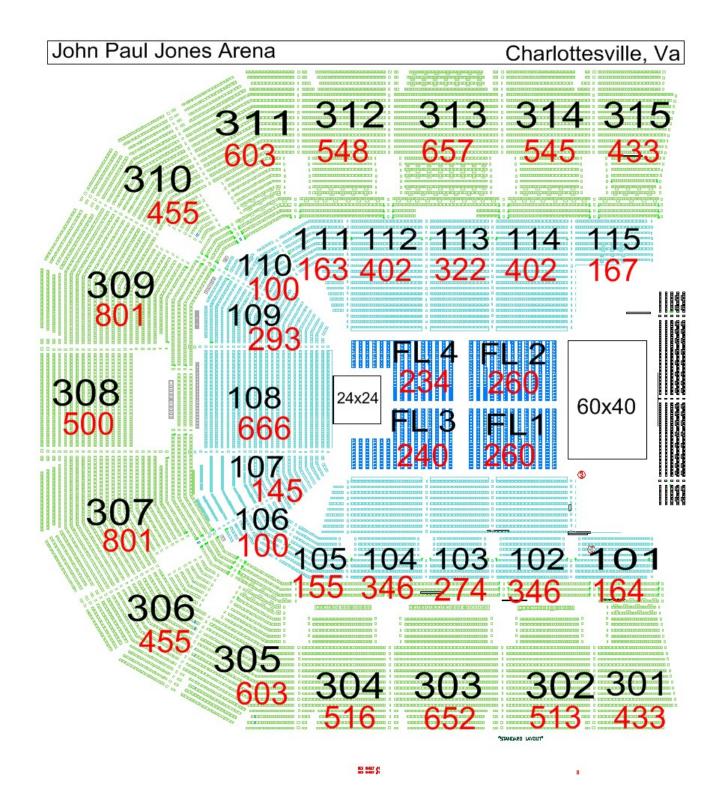




Half House Setup







<u>Arena Capacity Chart for Typical Endstage Setup</u> **RED = Capacity of Section** Black = Section Number









Section Capacities

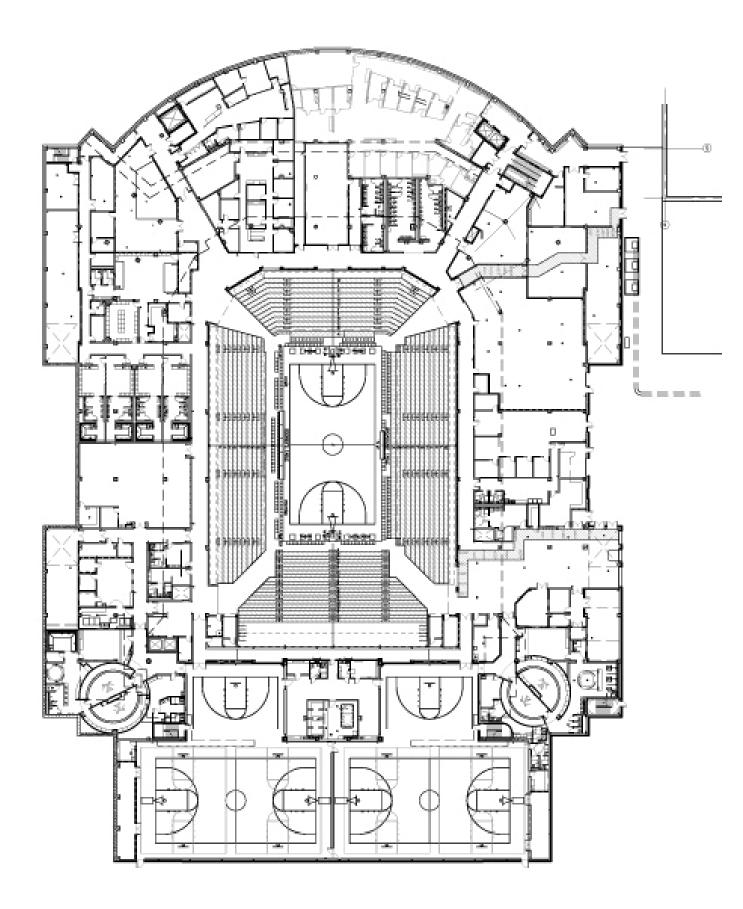
Lower			Upper		
101	245	Γ	301	433	
102	346	2 ADA	302	513	14 ADA
103	274	2 ADA	303	652	18 ADA
104	346	2 ADA	304	516	14ADA
105	155		305	603	
106	100	2 ADA	306	455	
107	145		307	801	
108	666	22 ADA	308	500	10 ADA
109	293	12 ADA	309	801	
110	100	2 ADA	310	455	
111	163		311	603	
112	402	2 ADA	312	548	
113	322	2 ADA	313	657	
114	402	2 ADA	314	545	
115	245		315	433	
116	211	4 ADA	316	29	4 ADA
117	444	12 ADA	317	120	14 ADA
118	444	12 ADA	318	120	14 ADA
119	211	4 ADA	319	29	4 ADA
					<u>Floor</u>
	5514			8813	0

Cap: 14327

ADA Numbers are already included in section capacity.

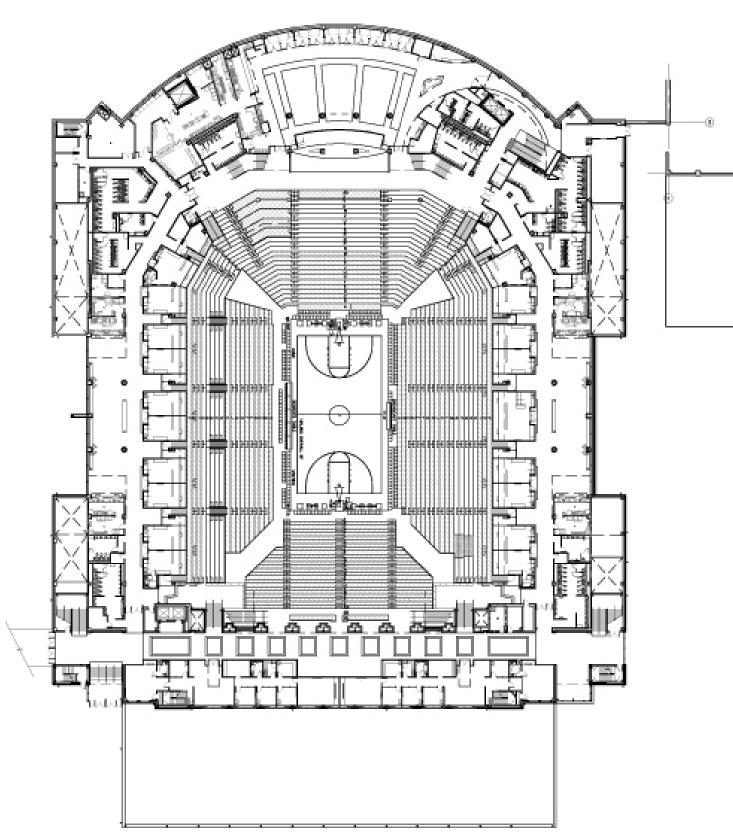






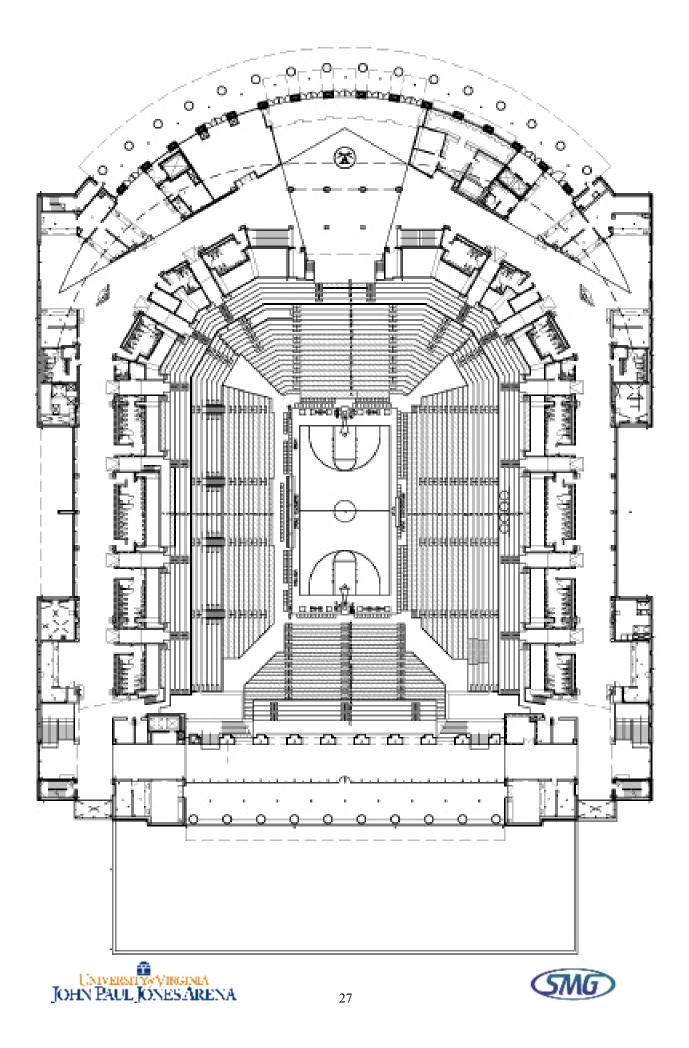












DIRECTIONS

From points north of Charlottesville like Washington D.C., travel on 29 South toward Charlottesville:

Continue on 29 South Business past the exit for the 29/250 Bypass.

Just past the signal at Wise Street, follow event signs to available parking.

Alternative Route

Exit onto the 29 South/250 West Bypass toward Lynchburg, Staunton, Richmond.

Take 2nd exit onto Route 250 East Business.

After 2nd signal, follow event signs to available parking.

From points south of Charlottesville like Lynchburg, travel on Route 29 North toward Charlottesville.

Remain on Route 29 North past the I64 interchange:

Take 3rd exit past I64 onto Leonard Sandridge Road.

Follow event signs to available parking.

Alternative Route

Take the 2nd exit past I64 onto Route 250 East Business.

Turn right at the top of the ramp onto Route 250 East Business.

After 1st signal, follow event signs to available parking.

From points east of Charlottesville like Richmond, travel on Interstate 64 toward Charlottesville.

Exit onto Route 29 North at Exit 118B.

Take 3rd exit onto Leonard Sandridge Road.

Follow event signs to available parking.

Alternative Route

Exit onto Route 250 West at Exit 124 toward Charlottesville.

Remain on Route 250 West for 4.6 miles through several traffic signals. Exit left onto Route 29 South. After 3rd signal, follow event signs to available parking.

Alternatively, instead of exiting onto Route 29 South, continue on 250 West to the second exit past Route 29 South. Exit onto Route 250 East Business and after 2nd signal, follow event signs to available parking.

<u>From points west of Charlottesville like Staunton</u>, travel on Interstate 64 toward Charlottesville. Exit onto Route 29 North at Exit 118B:

Take 3rd exit onto Leonard Sandridge Road

Follow event signs to available parking

Alternative Route

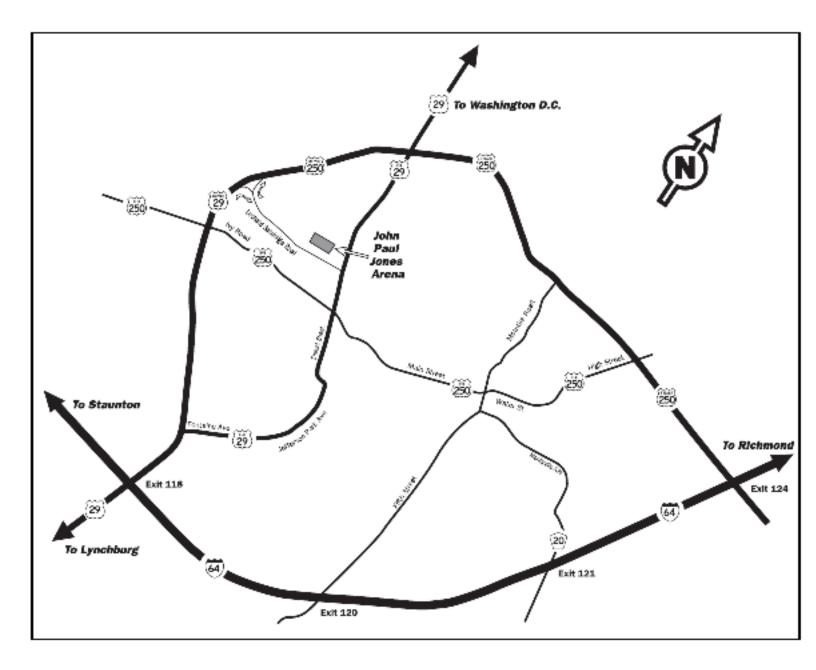
Take 2nd exit onto Route 250 East Business.

Turn right at the top of the ramp onto Route 250 East Business

After 1st signal, follow event signs to available parking











Appendix A – Sound System

The sound system control room is located in the Northwest Corner of the arena on the Suite level (one level up from the floor.)

The room is equipped with a Soundcraft K3 console configured for 20 mono-mic/line inputs and 4 stereo line sources.

The control room is also equipped with a Dual CD/CDR deck, Audio Cassette Deck, and the Click-Effects audio platform.

The system includes (2) Shure U2-Beta 87 handheld wireless microphones.

I/O to the console is completely configurable at the adjacent patch bays and allows for the insertion of rack mounted side chain components, including: Symetrix 528C Vocal Processor, DBX 1066 Dual Compressor / Limiter / Gate, Peavey IDL-1000 Digital Delay.

In addition, various isolation transformers, input matching transformers, mic preamplifiers, summers, and pads are all accessible via the patchbay and adjacent I/O panel.

STAGE BOX – Interconnection is achieved through a custom Whirlwind stage box that provides for 24 Mics and 4 Returns. The stage box is interconnected from either the East or West House Interface cabinet located in the floor level service corridors.

MICROPHONE / STANDS - A basic inventory of microphones were included with the system to facilitate minor events. (2) EV Model RE-16 , (6) Audix Model OM-6, (6) Shure Beta-58, (2) Shure SM-87. For sporting events (1) EV Model RE-20 Announcers Microphone along with (2) custom Crown CM-311A/E headset microphones are also provided. Various microphone stands include (2) Atlas Model DS-2 small desk style, (10) Atlas Model MS-12CE floor models, (4) Atlas TL34E Tripod style, (4) Atlas Model MS-20E big base style and (4) Atlas Model DMS-7E low stand. A variety of boom attachments include (10) Atlas Model PB-15E, (6) Atlas PB-21XE extendable booms in conjunction with (2) 6" and (2) 12" goosenecks._



