

The History of the Enwave Theatre

The construction of the historical "Ice Plant" began in 1926 as a storage facility for large blocks of ice intended for freight and for the cold storage needs of the Terminal Warehouse to be built next door. The project was designed to meet the growing demand for storage space for Toronto's developing harbour. When rail transportation was no longer the most effective way to deliver goods throughout the country, the building sat empty amidst a veritable no man's land of derelict industrial buildings awaiting its next incarnation.

In 1972, the Federal Government created a crown corporation with a mandate to revitalize 100 central acres of waterfront land stretching west from York Street to Stadium Road. Culture, education and recreation were the tools to be used to bring Torontonians back to their lake... and to bring visitors from across North America and around the globe. This was the beginning of Harbourfront Centre.

The same year, Canadian contralto Maureen Forrester and British theatre director Robin Philips were on a search for a potential rehearsal space for the Canadian Opera Company, when they came upon the ice-house facility. Breaking into song, Forrester was inspired by the extraordinary acoustics of the space. Philips, who was touring the ice house while looking for a Toronto home for the Stratford Festival, immediately recognized its potential as a performance venue. Both, quite independently, strongly urged it be transformed into a centre for the performing arts.

This began the building's association with the arts. Nicknamed the "Ice House", the Canadian Opera Company used the facility as a rehearsal hall and carpentry shop from 1979 to 1982. Harbourfront began using the Ice House as a raw performance space in 1983.

The creation of the theatre began in earnest in 1986, when du Maurier Ltd. generously provided a substantial grant for seating, dressing rooms, high quality sound and lighting equipment, and acoustical devices. The historical ice-storage facility, constructed in 1926, was re-designed by Peter Smith of Lett/Smith Architects and transformed into an exceptional and versatile 416-seat performance venue, and was dedicated as the du Maurier Theatre Centre on November 4, 1986.

In 1991, along with funding from the Ontario Ministry of Culture and Communications, du Maurier Ltd. provided an additional multi-million dollar gift to enhance the project. The final phase of renovations included the installation of a sophisticated heating, ventilation and air conditioning system to create a pleasurable year-round environment for both the performers and the public. The unique design features the construction of a sleek, three-story glass encasement that surrounds the entire north, east and west sides of the facility, providing acoustic insulation, additional lobby space, and an aesthetic external finish that preserves the integrity of this historical building.

The theatre was re-opened in February 1992, with a gala opening ceremony that included performances by Toronto Dance Theatre, Maureen Forrester, Brent Carver, and Jackie Richardson.

Revisions in tobacco sponsorship legislation resulted in a name change for the theatre in October of 2003, which coincided with some interior updates to the space with the addition of all new house seating and lobby carpeting. In November 2006, Harbourfront Centre entered into an exciting partnership with Enwave Energy Corporation, and announced a new name for the venue – **the Enwave Theatre**.

In its new incarnation, the Enwave Theatre continues to be a waterfront showcase for music, theatre, dance, and performance art, and provides a unique facility for many international and local artistic groups.

"the [Enwave Theatre] has some of the best acoustics south of the George Weston Recital Hall" – Toronto Star

General Information

Effective April 1, 2011 to March 31, 2012

The **Enwave Theatre** is a multi-use venue ideal for music, dance, and theatre presentations. The theatre boasts excellent acoustics and the flexibility to be transformed into various seating configurations – from a 350-seat proscenium set-up to a maximum in-the-round capacity of 422 seats.

Our venues are not able to accommodate social events such as weddings or birthdays, nor are we able to rent our facilities for beauty pageants, dance competitions, school recitals or graduations.

All rental requests are considered upon receipt of the completed Venue Rental Application Form. The form is available for download on our website at www.harbourfrontcentre.com. Completed inquiries should be emailed to the Planning Department at rentals@harbourfrontcentre.com

Venue Rental Rates and Required Staff:

Venue Rental Rates consist of a daily or weekly rental fee plus charges for all required staff.

Rental rates and staff fees are available upon receipt of a completed Venue Rental Application Form. *Subsidized rental rates for non-profit, charitable and performing arts groups are also available.*

The **minimum** staff requirement for any rental is:

- three (3) Technicians (lights, sound, stage);
- one (1) House Manager and five (5) Ushers;
- two (2) Box Office Ticketsellers.

All staff calls are a minimum four (4) hour shift.

All ticketed events must be ticketed through the Harbourfront Centre Box Office.

Theatre Policies and Conditions:

Venue Configuration:

The Enwave Theatre is rented in the standard proscenium configuration, and must be returned to this configuration at the end of the rental period. The Rental Group is responsible for all costs associated with reconfiguring and returning the space to its original set up.

Box Office Services:

Harbourfront Centre operates its own in-house Box Office, which provides a computerized ticketing system (Tessitura® Arts Enterprise Software) and full ticketing services through on-site ticket outlets, web and telephone sales. **All events requiring paid access are considered ticketed events, and must be ticketed through the Harbourfront Centre Box Office.**

Pianos:

The Enwave Theatre does not have any pianos in its inventory. The Rental Group is responsible for all piano rentals, moves and tunings. Adequate notice must be provided.

Equipment Rentals:

Harbourfront Centre maintains an excellent inventory of modern audio visual, sound and lighting equipment in each of its venues. All technical equipment and property inventory is subject to change based on availability and/or unavoidable breakdown. The Rental Group will be responsible for the cost of rental of all additional technical, audio-visual and additional equipment not in Harbourfront Centre's inventory or based on availability. A 15% administration fee will be applied to all additional equipment rented on behalf of the Rental Group.

General Information

Effective April 1, 2011 to March 31, 2012

Theatre Policies and Conditions (continued):***Stage Manager:***

The Enwave Theatre requires that all performing arts Rental Groups provide a professional stage manager who will serve as exclusive technical liaison to the Theatre's Technical Director.

Receptions:

Catering services are provided by the Enwave Theatre's preferred caterers. The Theatre manages and provides all beverage service. Reception arrangements are made through the Enwave Theatre House Manager. Please see the Reception and Catering Information package for more details.

Exclusive Sponsors:

Harbourfront Centre's programming is heavily dependent upon the generous support of sponsors, some of which have exclusive on-site privileges. The Rental Group will not promote any sponsor which is in direct or substantially direct competition with a Harbourfront Centre sponsor including, but not limited to: Enwave Energy Corporation, WestJet, Redpath Sugar, Nestle Purina Pet Care, Natrel Dairy Products, Labatt Breweries, Pepsi Cola Bottling Group, and Nestle. The Rental Group will provide Harbourfront Centre with a complete list of confirmed and potential sponsors for the event to ensure no conflicts exist. Current sponsors are as of June 2011, and may change without notice.

Prohibited Activities:

Proselytizing of a religious or political nature is not permitted anywhere on the Harbourfront Centre site. The solicitation of cash donations is not permitted anywhere on the Harbourfront Centre site.

Marketing and Media Relations:

Harbourfront Centre may be able to offer limited marketing and publicity support to performing arts rentals. For most rentals, however, all advertising and publicity are the sole responsibility of the Rental Group. All marketing and publicity materials for the event are subject to approval of Harbourfront Centre (not to be unreasonably withheld).

Insurance:

Harbourfront Centre requires that all Rental Groups have commercial general public liability insurance and third party liability insurance against claims for property loss or damage, bodily injury or death, in the amount of not less than two million dollars (\$2,000,000.00 CDN), for the duration of their occupancy of the facilities. A certificate of insurance, with Harbourfront Corporation (1990) named as an additional insured, will be required.

Filming and Recording:

Harbourfront Centre allows videotaping, filming or recording at any performance for the purposes of news reports, advertising or promotional broadcast no longer than two minutes in length with the permission and/or at the request of the Rental Group. All other instances of filming and recording will be subject to a separate permit to be negotiated and issued by the Harbourfront Centre Filming Coordinator on behalf of the venue and Harbourfront Centre.

Merchandise Sales:

The sale of any merchandise and/or souvenir items must be approved by the Enwave Theatre House Manager. The Rental Group will be charged a commission on all items sold.

General Information

Effective April 1, 2011 to March 31, 2012

Theatre Policies and Conditions (continued):**Staffing Policies:**

As per the Employment Standards Act, the following rules apply to all rentals:

- All employees must receive at least 11 consecutive hours off between work days.
- Employees can only work more than 48 hours per week* by prior written agreement.
- Under no circumstance can any employee work in excess of 60 hours per week*.
- All employees must receive 1 day off per week*.

*a "week" is defined as any Monday to Sunday period

Meal Breaks: Should a Harbourfront Centre employee be required to work more than the minimum 4 hour call, the employee shall be paid by the Rental Group for an additional hour (above the numbers of hours worked) for or in lieu of a meal break.

Split Shifts: Should a Harbourfront Centre employee work a split shift, defined as two (2) subsequent four (4) hour minimum shifts in one day with at least two and a half (2.5) hours between shifts, the employee shall be paid by the Rental Group for an additional hour (above the number of hours worked) for, or in lieu of, a meal break.

Staff Taxis: Should a Harbourfront Centre employee be required to work outside of the operating hours of public transit, the employee shall be reimbursed and the Rental Group billed by Harbourfront Centre for the cab fare to ensure the safe and timely arrival/departure of the employee.

Additional Services:

A limited number of cafe tables and craft tables (6' and/or 8'), clothed and skirted, are available for rental.

The Theatre provides a seasonal coat check service to its guests and patrons. The Rental Group may choose to provide a complimentary coat check for which a flat fee will be charged to the Rental Group.

General Information

Effective April 1, 2011 to March 31, 2012

Harbourfront Centre Ticketing Policy:

All ticketed events must be ticketed through the Harbourfront Centre Box Office.

Advertised ticket prices to all events at Harbourfront Centre will include applicable HST and Facilities Renewal Fund fee per ticket:

- The **HST**, whenever applicable, is 13% of the base ticket price. It is always applicable to Harbourfront Centre events. Some user groups may be exempt. If the Rental Group is HST exempt, the Rental Group must provide a letter verifying its status to Harbourfront Centre's Box Office prior to the sale of tickets to the Attraction.
- The **Facilities Renewal Fund** is a capital improvement fee to assist with the upkeep of Harbourfront Centre's site, facilities and services. The Facilities Renewal Fund fee is charged to all ticket buyers per ticket, and is as follows:
 - \$2.25 per ticket for tickets priced at \$15.00 (net) or more;
 - \$1.75 per ticket for tickets priced between \$6.00 (net) and \$14.99 (net);

NOTE: The highest regular ticket price for the event determines the applicable FRF rate for ALL tickets to the event no matter the value. For example, if the net ticket prices for the event are \$20.00, \$18.00, and \$14.00, the FRF applied to all tickets for this event will be \$2.25.

- HST due on the Facilities Renewal Fund will be deducted from those charges, and will have no effect on the ticket price.
- Harbourfront Centre maintains the right to charge all ticket buyers a handling fee (Service Charge) on all tickets purchased by phone, fax, online, or group sales. There are no Service Charges for in person single ticket purchases at Harbourfront Centre Box Office outlets.

Ticketing Procedure:

- When budgeting for an event, determine the per ticket amount required to meet the projected revenue. This is the net value of your ticket.
- Add the HST and FRF to establish the price that will be used in all advertising. HST will be calculated first and added to the net ticket price, then the Facilities Renewal Fund is added. Finally, round this total up to the nearest quarter dollar to calculate the advertised ticket price.
- Unbudgeted revenue collected due rounding up, will be reported in the event ticket revenue.

Example showing calculation of all-inclusive price:

If you need to realize \$20.00 for each ticket to meet your projected revenue:

Net ticket amount =	\$20.00
HST on net ticket amount =	\$ 2.60
Subtotal =	\$22.60
Add appropriate Facilities Renewal Fund =	\$2.25
Total =	\$24.85
Round up to the nearest 25¢ = Advertised Price	\$25.00

In this example, the event would actually receive \$20.13 per ticket, due to rounding up.

- The Box Office Service Charge will be added to the advertised price on all tickets purchased by phone, fax, mail, internet, special order or group sales.
- **Note regarding Student Matinee Performance Tickets:** Service Charges apply to *all student group sales*. In some instances, HST may not apply to tickets for primary school students, which should be considered when setting student matinee ticket prices.

Box Office Hours:

- Harbourfront Centre's online ticketing service is available 24 hours a day.
- The York Quay Centre Box Office is open Tuesday through Saturday from 1pm to 6pm. On performance days, the satellite Box Office location at the Fleck Dance Theatre and/or the Enwave Theatre opens 2 hours prior to and closes ½ hour after the performance has started.
- The Box Office phone room is closed on Sundays and Mondays.

General Information

Effective April 1, 2011 to March 31, 2012

Catering Services and Regulations:

All reception details are to be made with the Theatre's House Manager.

Harbourfront Centre will be happy to recommend a caterer to facilitate receptions. The Rental Group, however, may choose to bring in its own caterer. Regardless, *all* caterers will be charged a standard catering fee as follows:

- **Caterers on Harbourfront Centre's preferred catering list** will be charged a standard catering fee of 15% of the final food bill.
- **Caterers *not* on Harbourfront Centre's preferred catering list** will be charged a standard catering fee of 20% of the final food bill.
- The catering fee is payable to Harbourfront Centre within thirty (30) days of delivery of invoice. Interest at 2% per month will be charged on all overdue accounts.
- Should the caterer, engaged by the Rental Group, default on payment, the Rental Group will be charged for, and agrees to pay for, all outstanding catering fees.

In all instances, in order to uphold sponsorship and LCBO requirements, **all beverage service is managed and provided by the Theatre.**

A two hundred and fifty dollar (\$250.00) refundable cleaning deposit may be required from the Rental Group by the day of the reception to cover cleaning and/or damage expenses and use of the food prep facilities in the Theatre. A deposit cheque payable to Harbourfront Corporation (1990) shall be held by the Theatre's House Manager. Part or all of the deposit may be refunded or put towards the Rental Group's final billing.

Propane ovens are not permitted in the venues.

Backstage hospitality available upon request.

Additional Services:

Harbourfront Centre staff representation is required in the theatre at all times during its use. The theatre's House Manager oversees all reception activity while some or all of the Ushers also perform waiting and bussing duties. If staff hours exceed the Rental Group's contracted four (4) hour show call, [three (3) hour show call for Bartenders] the additional labour will be charged to the Rental Group.

Should a Harbourfront Centre employee be required to work outside of the operating hours of public transit, the employee shall be reimbursed and the Rental Group billed by Harbourfront Centre for the cab fare to ensure the safe and timely arrival/departure of the employee.

Craft tables, 6' and/or 8', clothed and skirted, are available for rental at \$10.00 each. Cafe tables, clothed and skirted, are available for rental at \$5.00 each. The number of tables available is subject to change. Please contact the Theatre's House Manager for details.

Video monitor(s), located in the lobbies of the Fleck Dance Theatre and the Enwave Theatre are available to screen DVDs.

General Information

Effective April 1, 2011 to March 31, 2012

Catering Services and Regulations (continued)**Exclusive Sponsors:**

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Server Intervention Program House Policy:

It is against the law for a licensed establishment to serve customers alcoholic beverages to a point of intoxication. It is against Ontario legislation to serve alcoholic beverages to minors.

Harbourfront Centre sincerely appreciates our Rental Groups' understanding of our legal obligation to comply strictly with these requirements and willingness to co-operate with our staff on those occasions when we must deny further beverage service to a guest or ask for age of majority identification.

As a service to your guests, we ask that all rental groups make arrangements for a taxi to take the guest(s) home where such assistance would, in our opinion, serve the best interest of the guest(s) and the community

Fleck Dance Theatre and Enwave Theatre Preferred Caterers:

Preferred Caterers for the Fleck Dance Theatre and the Enwave Theatre include (as of April 2010):

A La Carte KitchenBrian King
416-971-4068**All Our Favourite Foods**Michael Godel
416-467-1297**Café Supreme**Abhi Tandon
416-955-4811**Culinary Art (Liberty Group)**Nadia Matawijiw
416-542-3789 ext 262**Daniel et Daniel Catering**Melinda Limbertie
416-968-9275**Dish Cooking Studio**Leila Mirshak
416-920-5559**En Ville Event & Design Catering**Geoffrey Johnson
416-533-8800**Sublime Catering**Michael Tong
416-927-7900**L-EAT Catering**Kevin Rhyno
416-631-9226**Marigolds & Onions**Carol Jacobson
416-256-4882**Presidential Gourmet Catering**Peter Carruthers
905-415-0790**Pusateri's Fine Foods**Rosana
416-785-9100

Technical Specifications

As of April, 2010

STAGE:

**** NOTE: ALL CRITICAL DIMENSIONS SHOULD BE MEASURED ON SITE ****

On-stage Dimensions:

Depth Standard - rear gallery to pit line	22' 0" (6.7m)
Gallery to Gallery depth - house & stage	66' 4" (20.19m)
Upstage wall (under Gallery) to rear of house	79' 9" (24.30m)
Width Gallery pipe to Gallery pipe	27' 0" (8.22m)
Gallery front to Gallery front	28' 0" (8.53m)
Exterior wall to exterior wall	40' 0" (12.19m)
Height Under first Gallery	7' 7" (2.31m)
Under second Gallery	15' 11" (4.84m)
To Tech. Gallery ledge	25' 11" (7.89m)
To Grid	39' 0" (11.88)

Stage Door Openings:

Stage Left	78"W x 78"H (1.98m x 1.98m)
Stage Right	71"W x 79"H (1.8m x 2m)

Pit Dimensions:

Depth	21' 5" (6.55m)
Width	27' 9" (8.45m)
Riser Units	36 1/2" x 83" (.93m x 2.11m)
Moveable levels	0'0", -8", -16", -24", -33" (0cm, -20cm, -41cm, -61cm, -84cm)

Standard stage floor: Sprung floor, pit area not sprung

Wing space: Extremely limited. Audience sightlines project to the offstage walls (red brick).

Storage space: Limited. Small backstage area includes crossover.

Stage Drapes: Main Curtain: none (may use traveler)
Legs: 4 pairs 8' x 29'6" (2.43m x 8.99m)
Borders: 4 12' x 29'6" (3.65m x 8.99m)
Traveler: 1 w/track 28' w x 26' h (8.53m x 8.99m)
Scrim: Black 28' x 26' (8.53m x 7.92m)
Cyclorama: (cotton) 28' x 29'6" (8.53m x 8.99m)

Fly System: There is no fixed fly system. Overhead grid allows fairly flexible rigging points however scenery moving during a show has specific challenges. All rigging must be discussed in detail with the Technical Director at least eight (8) weeks in advance of your show.

HALL:

Seating: 422 Maximum capacity in full round.
354 in Standard Proscenium set up.

The stage/seating relationship can be changed to suit your performance. This must be coordinated in advance with the Technical Director.

Please be aware that seats cannot be sold until this information is provided.

GENERAL THEATRE INFORMATION:

Loading Dock: Truck height, straight into theatre
Dressing Rooms: Four on basement level, two washrooms, one shower
Laundry/Wardrobe Room: Coin operated washer and dryer

Technical Specifications

As of April, 2010

LIGHTING:

Control Location:	Control room at back of house - first Gallery
Control System:	ETC Expression 3 400ch. (Operated only by Harbourfront Centre personnel.)
Dimmers:	168 Strand 1.2K Dimmers + 24 2.4K dimmers (dimmer per circuit system)
Lighting Instruments:	(18) 12° colortran leko 1K (6 iris) (20) 20° colortran leko 1K (32) 30° colortran leko 1K <i>Please note that iris units have a slightly smaller beam spread.</i> (18) 40° colortran leko 1K (18) 6" fresnels colortran 1K (6) CCT 1K Fresnels (Permanently on floor stands) (24) ETC SOURCE IV PAR 750w (16) PAR 64 <i>Note that the 4 groups of 3 ETC pars on the upstage Tech. Gallery and third catwalk are the "House Plot" and must be restored if moved.</i> (24) Source IV 50/ 575W Colortran & Source IV Lamps - Type "A" Gobo All connectors are 20 amp twist (Nema L5-20)

SOUND:

Control Location:	Control room at back of house - first Gallery
Console:	Soundcraft K-3 32 x 8
Speakers:	(4) Meyer UPA (2) Subwoofers - Meyer USW (Mono) (8) Apogee AE3m monitors
Amplification:	(3) Ashley FET 2000 (House) (2) Labgruppen 4ch (Monitors)
Microphones:	(6) SM-58 (4) Beta-58 (4) SM-57 (2) Beta-57 (4) SEN. 421 (4) SM-81 (2) AKG D-112 (1) SM-99 (3) AT 5100 Condenser (4) Countryman active DI's (1) JDI Active & (1) JDI Passive DI
Tape Play/Record:	(1) Denon CD Player (1) Denon DN4500 Dual CD Player
Signal Processing:	(4) Klark Teknics DN 360 (1) PreSonus ACP88 comp/gate (1) Lexicon PCM 80 digital reverb (1) SPX 2000 Reverb

COMMUNICATIONS:

Intercom: (6) Headsets with belt packs. Paging and program sound to all dressing rooms

PROPERTIES:

(15) Music Stands with lights

(12) chairs

Tables by prior arrangement.

Property inventory subject to change. Please confirm with the Enwave Theatre Technical Director that all items will be available for your event.