



## RENTER SUPPLEMENTAL GUIDE



### **MISSION STATEMENT**

The mission of the Paramount Theatre is to nurture the community's love for the performing arts and improve their quality of life by presenting high-caliber and diverse talent on a local and professional level. We educate and entertain while serving as a destination and landmark to the community's history.

Paramount Theatre Values:  
We Believe-

- We are a vital part of Goldsboro's history.
- We provide exceptional customer service.
- We present quality entertainment.
- We are professional, fair & hospitable.
- We partner with the community to serve the citizens of Goldsboro.

### **FIREWATCH INSTRUCTIONS**

Firewatch is required anytime smoke, fog, or similar effects are being used at the Paramount Theatre. Firewatch is required for the safety of renters and patrons. The building is swept periodically in case of fire or smoke when the fire alarm system in the theatre needs to be disabled. During rehearsals or private events, the Paramount Theatre may provide an additional staff member dedicated to Firewatch for a cost of \$10.00 per hour. However, during public events or performances, an off-duty firefighter employed by the City of Goldsboro *is required* to perform Firewatch. The estimated cost of an off-duty firefighter is \$25.00 per hour. To request an off-duty firefighter, please call the City of Goldsboro Fire Department at (919) 580-4262.

If you are unsure if you need Firewatch for your event, please speak to a Paramount Theatre representative immediately.

### **SELLING/SERVING ALCOHOLIC BEVERAGES**

In order to sell or give out alcohol during a performance/event, a renter must first obtain the necessary permit(s) from the North Carolina Alcoholic Beverage Control Commission and must also obtain Liquor Liability Coverage.

More detailed information on permits may be found at [www.ncabc.com/permits](http://www.ncabc.com/permits) or by calling (919) 779-0700. The estimated cost of a one time permit is \$50.00.

There are many providers of Liquor Liability Coverage and prices vary. We suggest that you check with your own insurance provider(s) to see if they provide Liquor Liability Coverage

### **SHOWING FILMS**

The Paramount has a professional projector and screen available for a variety of uses. Of course, one common question is "Can I watch a movie in the Paramount?"

What many people don't know is that showing of a movie outside the privacy of your own home is considered a public performance. This means that even if you don't charge admission or if it's a small group of people, you are still required to acquire a license to show a movie in a public location such as the Paramount.

The majority of movie viewing rights are provided by Swank Motion Pictures, Inc. ([www.swank.com](http://www.swank.com)), Criterion Pictures USA ([www.criterionpicusa.com](http://www.criterionpicusa.com)), and Park Circus ([www.parkcircus.com](http://www.parkcircus.com)). If you intend to show a movie to a private or public group, please let the Paramount staff know as soon as possible so we can help provide rates and information. At this time, no films distributed by Warner Brothers can be shown at the Paramount.

### **MULTIMEDIA/AUDIO/VISUAL NEEDS**

If you have multimedia, computer, or other audio visual needs for your production, please contact a Paramount Theatre staff member prior to your event. We can help set up many different needs such as digital backdrops, slideshows, playing video clips, and much more, but multimedia needs usually cannot be done while technicians are also setting lights and sound for an event.

#### **Preferred File Types\*:**

**Image Files:** .jpg, .jpeg, or .png

**Video Files:** .mp4, or .mov

**Video Discs:** DVD or Blu-ray

\*We may be able to open other file types, but please check with our staff at least 24 hours prior to your event.

**PowerPoint:** When using PowerPoint presentations, be sure that your slide transitions have already been completed.

Please provide all files on a thumb drive or on a CD. Paramount Theatre equipment cannot be used to download files from the internet.

#### **Inputs available for our projector:**

Your equipment must have one of the following outputs to display on our projector.

VGA – Inputs located on stage right or in the tech booth

HDMI – Inputs located in the tech booth

## **BASIC ADVERTISING CONTACTS**

So now that you've rented the Paramount Theatre, how do you get the word out about your event? The Paramount provides a few basic methods of advertising with your rental (see below), but keep in mind that general advertising is the responsibility of the renter and not the Paramount. Below you will find some basic contacts for many different advertising methods commonly used by the Paramount and other renters like yourself. This is not a complete listing of advertising contacts, and the list is for informational purposes only. We hope this will help provide you with the information you need to spread the word about your event.

**It is the renter's responsibility to provide up-to-date and accurate information on events.**

We must have detailed show and ticket information before posting an event.

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### **INCLUDED IN YOUR RENTAL**

Email press-release sent to a large distribution list  
Basic listing on the Paramount website (www.GoldsboroParamount.com) on the upcoming events page.  
Wayne-Goldsboro Television (WGTV) Interview (if time allows)

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### **PLEASE PROVIDE THE FOLLOWING MATERIALS TO THE THEATRE TO HELP PROMOTE YOUR EVENT (FREE TO DISPLAY)**

**(Renter must provide graphics and printed materials. Materials that do not match the specifications below may not be displayed. The Paramount Theatre does not offer any design or printing services)**

Twenty (20) - 11"w x 17"h Posters

Two (2) - 24"w x 36"h Posters

Digital copies of Posters (JPG, PNG, or PDF 300 DPI or higher)

Lobby Television Display: 1920w x 1080h Pixels (JPG, PNG, or PDF 300 DPI or higher)

Promotional pictures (any size or resolution, but the higher the quality, the better): Pictures from past or current productions are always a nice resource and occasionally are posted on the Paramount website or Facebook page to help promote upcoming shows.

We also suggest a flyer size of 3.5"w x 8"h to display in the lobby and other locations when possible.

These smaller flyers are often mailed out with other ticket orders.

Events that use the Paramount Box Office Service are added to Facebook and the Paramount Theatre website automatically. Events that do not use the Box Office Service are not added automatically; however, the renter can request these listings.

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### **PRINT ADVERTISING**

**Goldsboro News-Argus, GO Magazine, Stars & Stripes (Seymour Johnson AFB), Mount Olive Messenger**

Telephone for Advertisements: (919) 778-2211

Contact Becky Barclay for Event Articles – (919) 778-7837

Combined Advertising in the Goldsboro News-Argus may also be available for established renters of the Paramount Theatre. Please contact the Theatre Service Coordinator for details on how you can save money by jumping into existing Paramount ads.

#### **Down Home Magazine**

Contact Cindi Pate  
(919) 222-5235

#### **Our State Magazine\***

Contact Amy Wood  
(336) 286-0600

#### **The Buzz Around Wayne County\***

Contact Dan Wroblewski  
(919) 273-0488

#### **Princeton News Leader**

(919) 936-9891

#### **Mount Olive Tribune**

(919) 658-9456

#### **Wayne-Wilson News Leader**

(919) 242-6301

## **RADIO ADVERTISING**

### **Curtis Media Group\***

(I.E. WGBR Talk Radio/WFMC Gospel/  
Katie Country 97.7)  
Contact – (919) 736-1150

### **Go Mix Christian Radio**

WAGO 88.7/WZGO 91.1  
Contact Ashley Lovett – (252) 747-8887

### **Beasley Broadcasting**

WNCT 107.9 FM/WSFL 106.5 FM/WIKS 101.9  
Contact Liza Govan – (919) 750-1115

### **Next Media**

BOB 93.3/WRNS 95.1/The Touch 92.3/Rock 105.5  
Contact Rob House – (919) 252-5413

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## **TELEVISION ADVERTISING**

### **WITN\***

Greenville/Eastern North Carolina  
Contact Brad Durrett – (252) 916-7504

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## **BILLBOARD ADVERTISING**

### **Fairway Outdoor Advertising**

Contact Lisa Rondina – (919) 755-1900

### **Lamar**

Contact Jesse Bisette – (800) 207-2816

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## **LOCAL PRINTING (POSTERS/PROGRAMS/FLYERS/ETC.)**

### **AccuCopy\***

Contact Kevin Coakley – (919) 751-2400  
305 North Spence Avenue, Goldsboro

### **Goldsboro Record Printing**

(919) 778-5166  
2801 Royall Avenue, Goldsboro

### **Kornegay Printing**

(919) 734-9262  
2309 Norwood Avenue, Goldsboro

### **Ditto Dog**

(919) 739-7800  
310 North Berkeley Boulevard, Goldsboro

\* The businesses marked with (\*) are Paramount Performing Arts Series sponsors; otherwise the Paramount Theatre Foundation and the City of Goldsboro do not endorse or profit from any businesses listed in this document.

If you have a Goldsboro or Wayne County business that you would like listed as a contact for advertising on this form. Please contact the Paramount Theatre in reference to the Paramount Theatre Supplemental Guide.

# THE PARAMOUNT THEATRE

GOLDSBORO, NORTH CAROLINA

YEAR BUILT: 1882 YEAR RECONSTRUCTED: 2008

**Theatre Location:** 139 S. Center St. Goldsboro NC 27530

**Management Company:** City of Goldsboro, P.O. Drawer A, Goldsboro, NC 27533

**Main Administrative Phone:** 919-583-8432

**Main Administrative Fax:** 919-580-4209

**Box Office Phone:** 919-583-8432

**Website:** www.goldsboroparamount.com

**City of Goldsboro - Gen. Gov:** 919-580-4330

**Seating Capacity:**

Orchestra 347

Balcony 148

Wheelchair: 4 Orch., 2 Balcony

**Total 501**

**Theatre Staff:**

Theatre Director: Sherry Archibald

**Email:** sarchibald@goldsboronc.gov

Theatre Service Coordinator: Stephanie Slusser

**Email:** sslusser@goldsboronc.gov

**Permanent Installations:**

Orchestra Shell

Electric Raceways

Cyclorama

Drapery: 10 Legs/5Borders/House Curtain/Black Scrim/Plastic Cyclorama/Full Stage Black

25' Film Projection Screen

**House Curtain**

Opens Horizontally or Vertically (via fly system)

**No Orchestra Pit:** Option: 27 removable chairs front orchestra seats to make pit area. House floor is 3' below stage

**Stage Manager Podium**

Located on Stage Right

**Stage Measurements:**

28' wide at stage opening / 55' including wing space/35' deep + 4' apron

\*Height of Proscenium – 20'

\*Batten Length – 36'2"

\*Batten max height – 48'2" (Floor to ceiling)

\*Length curtain legs- 23'9"

**Loading Dock**

Loading door

8'0' high x 12'0" wide

Dock is at street level

Lobby can not be a work area

Trailers can not store on-site

**Dressing Rooms**

2 chorus, seat 12 each

Men's bathroom w/ shower

Women's bathroom

Greenroom w/sink and refrigerator

Stage Manager closet w/sink

# THE PARAMOUNT THEATRE

GOLDSBORO, NORTH CAROLINA

YEAR BUILT: 1882 YEAR RECONSTRUCTED: 2008

## SOUND

### **Vocal Microphones**

- (8) Shure Beta 87 (Cordless)
- (8) Shure Lavaliers w/body packs
- (3) Shure 58A (Corded mics)
- (3) Electro-Voice RE20 Cardioid mics
- (2) Shure Floor mics
- (4) Shure hanging Choir mics

### **Instrumental Microphones**

- (8) Shure SM57 mics
- (2) Shure SM81-LC mics
- (2) Sennheiser MD 421-II mics
- (7) Piece Sennheiser Drum mic kit, includes
  - (4) Sennheiser E 604 (drum mics w/clips)
  - (2) Sennheiser E 614 (overhead mics)
  - (1) E 602-II (kick mic)

### **Console**

- (1) Allen Heath Qu-32 Digital Board
- (1) Midas Venice 328 Analog Board

Note: Operable from Control Booth or House (Control Booth preferred)

### **Speakers**

- (9) JBL Overhead (Flown) speakers (3) Left, (3) Center, (3) Right
  - (2) JBL Dual 18" Subwoofer (located under stage)
  - (6) JBL Wedge Monitors Speakers
- Note: All speakers powered by Crown amps

### **Amplification/Processing**

Crown Amplifiers  
Ashly 4.24 Graphic Eq for Monitor Mix  
Yamaha SPX Multi Effect Processor  
REV100 Digital Reverberator

### **Intercom**

ClearCom

### **Assisted Listening**

Telex RF System

### **Misc**

Dressing room page system  
48 Channel Permanent Mic Lines on stage  
Road Console Connectivity at Booth or Balcony House (left position)  
Denon Dual Deck CD Player  
(3) 8 channel stage snakes  
Mic stands- (16) boom stands, (9) straight stands

## LIGHTS

Basic McCandless Plot six area system, however stage can be set up for up to nine lighting areas.

Light intensity may go from a total blackout to 100%  
Washes: White, Blue, Green, Red, Amber

### **Lighting Instruments**

- 38 - ETC Source Four 50°, 575w
- 25 - ETC Source Four 36°, 575w
- 13 - ETC Source Four 26°
- 14 - ETC Source Four 19°
- 30 - ETC Source Four PARnel, 575w
- 16 - Chauvet Colorado1 Tritour LED
- 6 - Chauvet Batten 144 LED (Cyclorama Lights)
- 2 - ETC Source Four 5°, rigged with City Theatrical Followspot Yolk, Drop-in Iris, and separate dimmer control, 750w
- Chauvet Vue 3 LED Light for effects on the Cyclorama
- 6 - 10" scoop lights for set-in and warm stage lighting
- Martin Atomic 3000 strobe light

### **Lighting Accessories**

- 16 - 3" Color Extender, 6.25" for Source Four
- 8 - 5" Color Extenders, 6.25" for Source Four
- 16 - B size Template Holder for Source Four
- 8 - 4-way, 7.5" Barndoor for PARnel
- 8 - 50lb. boom base
- 8 - 16' pipe TBE
- 20 - 12" sidearm w/ sliding Tee
- 8 - 25lb. sandbag saddle style
- 8 - Boom Tie-off cap
- 2 - ETC Dual Gobo Rotators

### **Control**

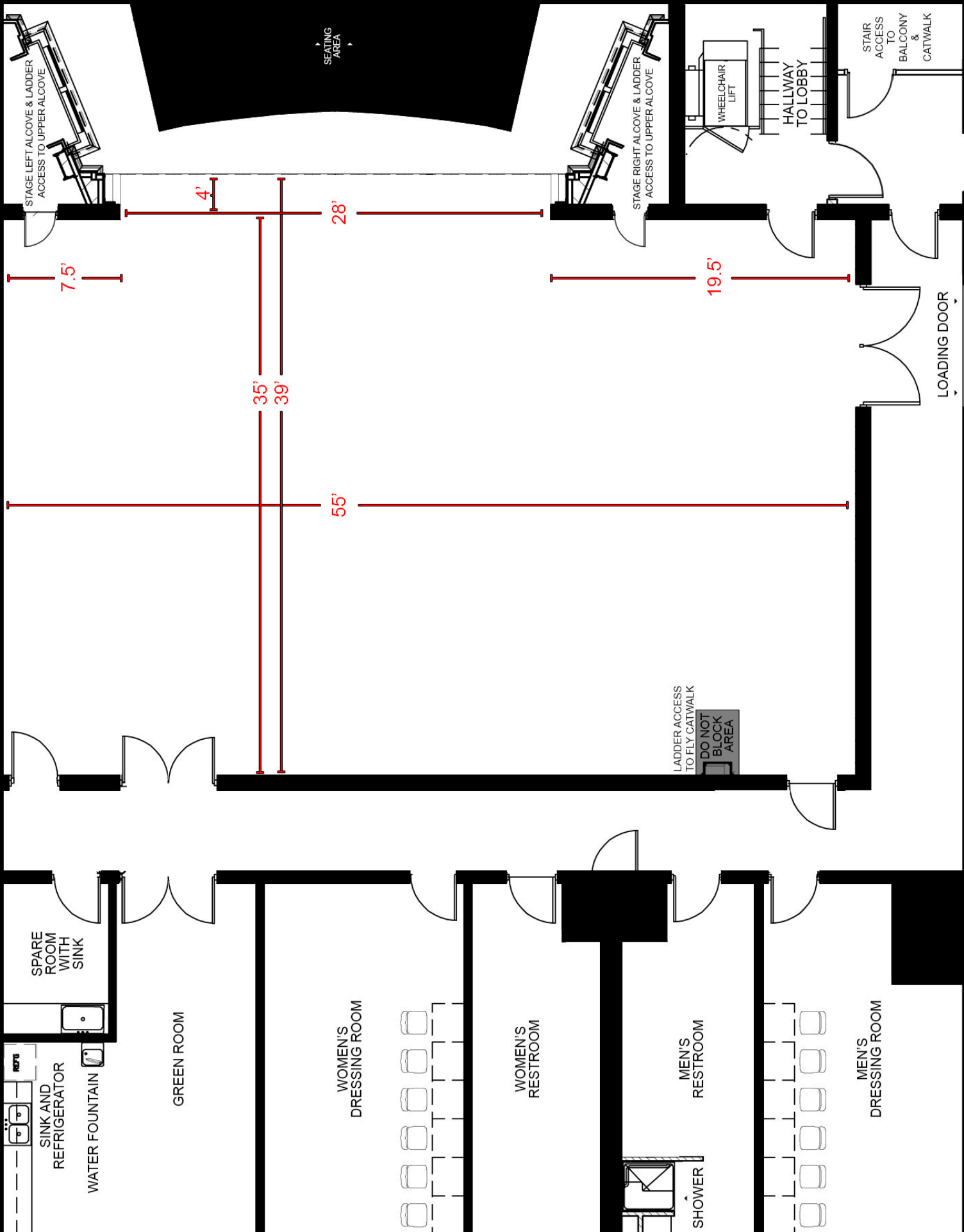
- 1 - ETC Element 60 - 500 channels
- 1 - ETC Radio Remote Focus Unit
- 1 - ETC Video Node
- 2 - Video Monitors
- 2 - ETC Portable 2 port Node

### **Projector**

Infocus 720p Digital DLP Projector with DMX Controlled Dowser (VGA inputs from Stage Right and Tech Booth, HDMI input from Tech Booth)

### **Other Amenities**

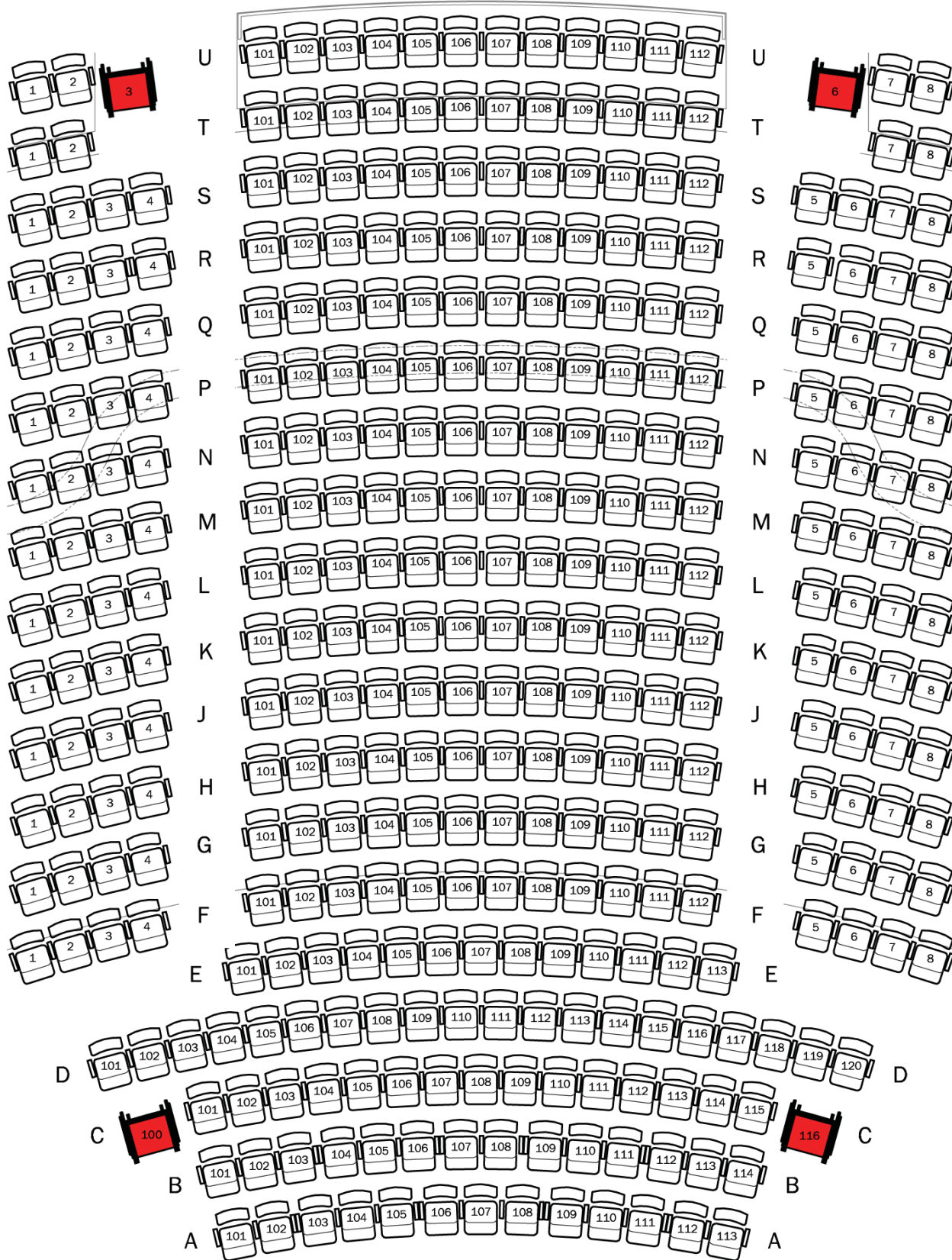
Chauvet Hurricane 1800 FLEX Fogger      Yamaha CVP-501 Clavinova Digital Keyboard  
Stage Step Super TimeStep professional dance floor (covers full width and depth of stage less the apron)





# PARAMOUNT THEATRE SEATING CHART - FLOOR/MEZZANINE

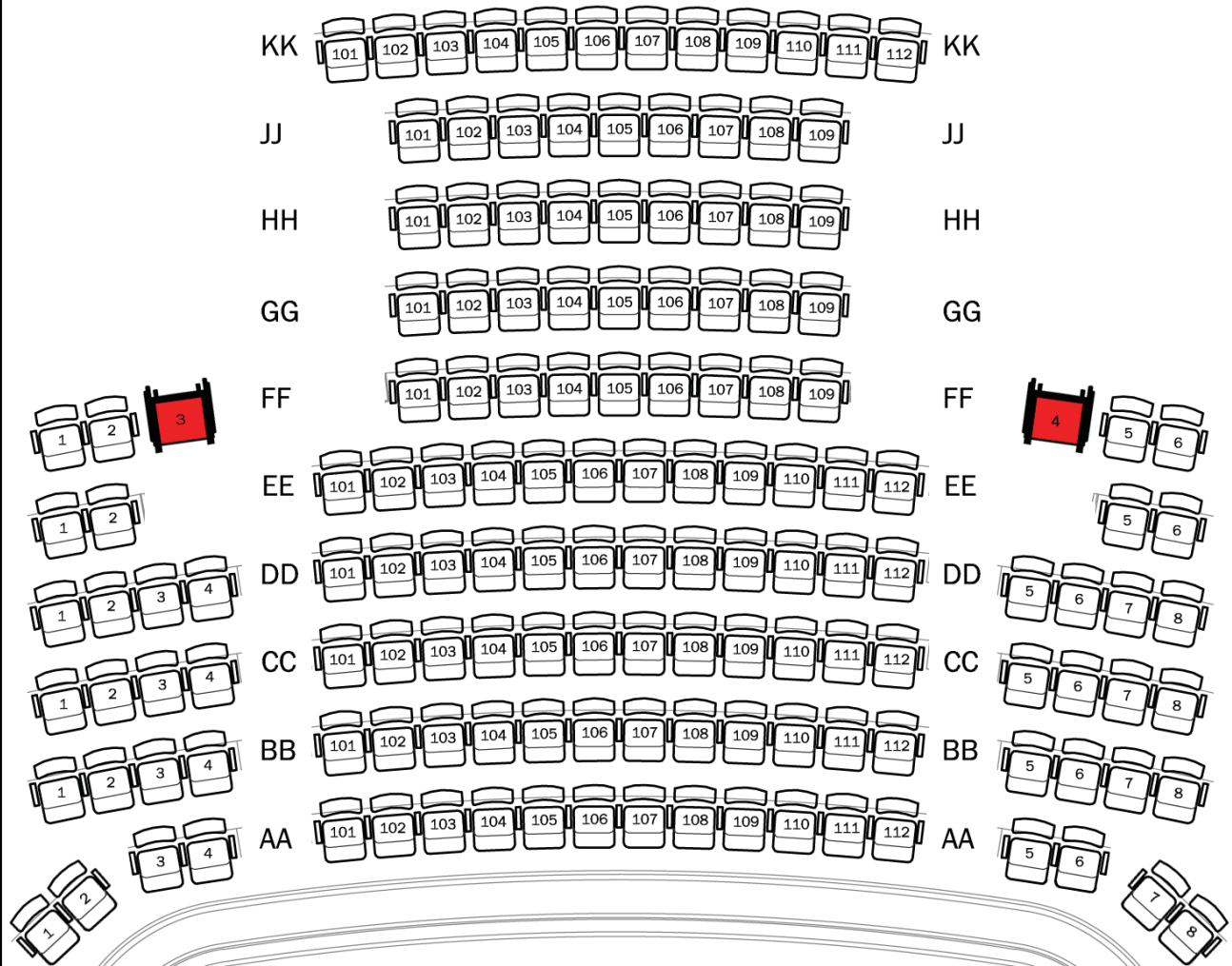
 - WHEELCHAIR ACCESSIBLE SEATING



STAGE

# PARAMOUNT THEATRE SEATING CHART - BALCONY

 - WHEELCHAIR ACCESSIBLE SEATING



THE PARAMOUNT THEATRE

139 South Center Street

Downtown Goldsboro, NC

[www.GoldsboroParamount.com](http://www.GoldsboroParamount.com)

Box Office: (919) 583-8432

STAGE