

PRODUCTION QUICK GUIDE

AUDIO VISUAL THINGS TO NOTE



LABOR

- Only full-time, lead employees of an audio/visual company shall be allowed to unload, handle, operate, install and dismantle their own equipment. The local IATSE stagehand union shall supply any additional labor.
- Only MCC in-house stagehand personnel or IATSE union stagehand personnel may operate MCC equipment.
- Rule of thumb. Our equipment, our IATSE stagehands. Your equipment, your IATSE stagehands.
- Third-party/ AV provider integration into MCC audio, video, and lighting equipment is permitted in Meeting Room, Ballroom, and Auditorium spaces for a specified fee and requires additional MCC Labor.

***See recognized labor unions section on next page.**



RIGGING

- Qualified riggers shall complete any technical, decorative and/or theatrical rigging. Any item to be hung in any area of the MCC weighing over 50 pounds shall be installed by qualified IATSE rigging personnel.
- All rigging requires advanced approval by MCC Technology Services. Events involving production or exhibit booth rigging may be required to submit a rig plot for approval within 21 days of an event. There is a fee for the approval process.



MEETING ROOMS AV (Outside)

Outside production can bring in all AV gear but will be charged for power. There are times when MCC provides the audio and outside provides the video. There are times when outside provides audio and inputs XLR line level into MCC overhead audio speakers. This sound integration is charged per room and will need additional labor for setup, event, and restore.



MEETING ROOMS AV (MCC)

Labor and/or additional equipment will be needed when:

- More than four (4) audio inputs or two wireless microphones are used
- Any live musical entertainment that is amplified via the house system.
- When more than one (1) video input is required.



AUDITORIUM ROOMS 1-3

All three of these spaces have built in 9x16 rear projection, Bk Lumen Projector, and XLR line level into the overhead audio speakers.

AUDIO VISUAL THINGS TO NOTE CONTINUED



MUSIC LICENSING

The MCC offers generic licensed music for music playback. The permittee is responsible for obtaining the proper licensing for the use of copyrighted music as required by ASCAP, BMI, etc.



GASOLINE/DIESEL POWERED VEHICLES

Operation of gasoline- or diesel-powered vehicles within the MCC requires prior approval and is subject to air quality monitoring as required by the Minnesota Department of Health. This includes, but is not limited to, automobiles, motorcycles, construction equipment, aerial lifts, etc. This policy also applies to move-in/out periods as well as event hours.



LOADING DOCK ACCESS

The MCC has an open dock policy. This policy allows Show Management the right to handle their own freight with their employees. Any additional labor must come from the MCC's recognized labor source. All employees of any exhibiting firm (Exhibitors) shall be allowed to unload, install and dismantle the exhibits of the exhibiting company. Any additional labor must come through the General Service Contractor's recognized labor source. Employees are defined as those that receive a W2 tax form from the employer. Certain times and restrictions may apply based on Permittee and building needs. The MCC does not relinquish control of the loading dock during any event.

RECOGNIZED LABOR UNIONS



IATSE Stagehands Audio Visual

IATSE Local 13
Office: 612-379-7564
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business_agent@iatse13.org



Decorator

Teresa Ellis, LU 880
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IATSE Labor Payroll Services

Stage Call
Tom Gubbins
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Purple Tally
1-888-462-6211
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Teamsters

Teamsters Local 120
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> QUESTIONS?



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