EFFECTIVE January 2026

THE TIDEMARK THEATRE

1220 Shoppers Row
Campbell River, BC, V9W 2C8

Phone	250-287-7465
Facsimile	250-287-7659

www.tidemarktheatre.com

The Tidemark Theatre is operated and maintained by the

Tidemark Theatre Society

THE TIDEMARK THEATRE

1220 Shoppers Row
Campbell River, BC, V9W 2C8

PHONE: (250) 287-PINK (7465) 1-800-994-0555 FAX: (250) 287-7659
E-MAIL: mail@tidemarktheatre.com WEBSITE: www.tidemarktheatre.com

MANAGEMENT

The **Tidemark Theatre** building is owned by the **City of Campbell River** and is managed by the **Tidemark Theatre Society**, a registered non-profit society governed by a volunteer board of directors.

STAFF

Managing Director — Kirsten Soder
kirsten.soder@tidemarktheatre.com

Interim Technical Director — Ben Burrow
ben.burrow@tidemarktheatre.com

Operations Director — Mary Malinski
mary.malinski@tidemarktheatre.com

Artistic Director — Heidi Cuff
heidi.cuff@tidemarktheatre.com

Front of House Supervisor — Nancy Carlson
nancy.carlson@tidemarktheatre.com

The employees of the Tidemark Theatre are represented by:

IATSE

THE INTERNATIONAL ALLIANCE OF THEATRICAL STAGE EMPLOYEES,
MOVING PICTURE TECHNICIANS, ARTISTS and ALLIED CRAFTS OF
THE UNITED STATES AND CANADA, LOCAL # 168 VICTORIA, BC

THEATRE BOOKINGS

Theatre bookings are arranged on a first-come, first-served basis. Tentative or informational bookings may be taken but are not to be considered official bookings. To ensure optimal planning, venue rental requests are limited to a maximum of two years in advance. Bookings will open January 2nd for the calendar year two years in the future. For example, bookings for the 2028 calendar year will open January 2, 2026. Priority will be given to local recurring rentals.

Booking dates will be secured with the payment of a non-refundable booking deposit (which is applied to the rent) and a signed rental contract. The booking deposit is $300 per performance ($100 per performance for local non-profit producers/presenters), and $50 per rehearsal. For rentals $200 and under, full payment is required as the deposit.

Requests for extra time, equipment and/or personnel may be arranged after the contract has been signed. These requests will be recorded in writing and this ancillary agreement will be attached to the contract. If the theatre is handling ticket sales, these added expenses are usually handled as chargebacks against ticket sales.

Unused time will not be refunded.

DAMAGE DEPOSIT

A refundable damage deposit of $300 per performance ($150 per performance for local for-profit producers/presenters, and $100 for not-for-profit presenters), and $150 per rehearsal ($75 per performance for local for-profit producers/presenters, and $50 for not-for-profit presenters). is required with all theatre rentals. Upon the completion of your event and a successful inspection of the facilities, the damage deposit will be returned.

If the Tidemark Theatre Box Office is handling the ticket sales, the damage deposit will be handled as a charge-back on ticket sales and will not have to be paid up front. However, if ticket sales are not involved, the refundable damage deposit must be made at the same time as the rental deposit.

CANCELLATION

Full payment of the rental is due as per the contract.

A cancellation must be submitted in writing. The following cancellation fees apply:

Up to 30 days prior to the first rental date	= Booking Deposit.
29 to 15 days prior to the first rental date	= 50% of Total Rent.
14 days or less prior to the first rental date	= 100% of Total Rent.

If a booking date needs to be rescheduled, the booking deposit applies to the new date.

INSURANCE

Renters are to provide a certificate of insurance showing comprehensive general liability of at least $3,000,000.00 naming both the City of Campbell River and the Tidemark Theatre Society as additional insured parties during the rental period.

We've partnered with Duuo to offer our event hosts a preferred rate on insurance. Click **HERE** to get setup in minutes. Look for the "**DUUO PARTNER**" tag next to our venue to ensure you get your discount!

BOX OFFICE SERVICES

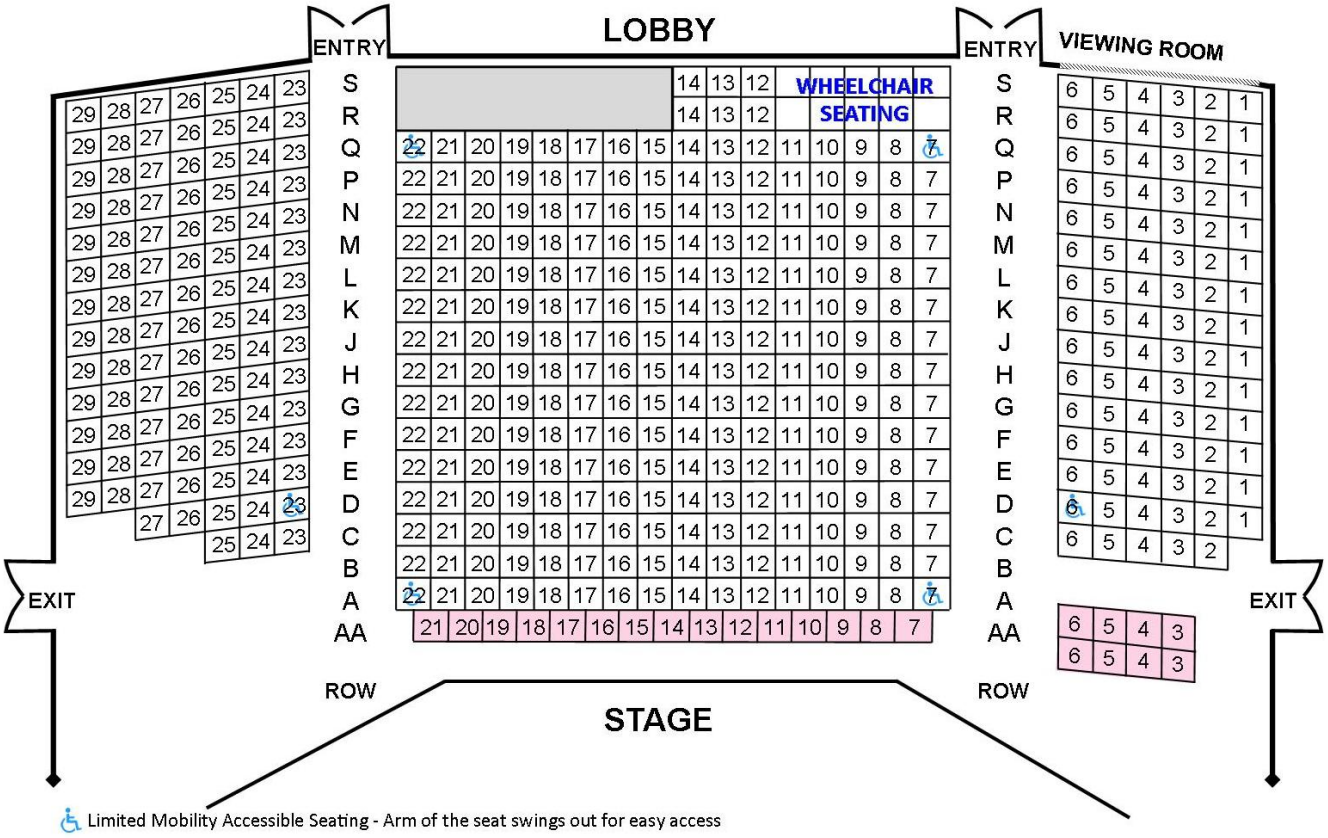
Our downtown location at 1220 Shoppers Row is easily identifiable, conveniently located with plenty of free parking and is regularly advertised. **The Tidemark Ticket Centre is open from 12 pm - 4 pm,** Tuesday through Friday from Labour Day to Canada Day; Tuesday through Thursday from Canada Day to Labour Day; and one hour prior to show time on performance days.

Ticket sales are available using Cash, Interac, Visa, MasterCard, and American Express either at the counter or by phone. Tickets are also available on-line via our website at www.tidemarktheatre.com with Visa, MasterCard, and American Express.

The Ticket Centre provides reserved seating or general admission tickets. These professionally printed tickets add an air of professionalism and cannot be easily counterfeited. Partial sets of tickets or tickets for other venues can be provided upon request.

Sales figures are tracked daily. A complete accounting of all ticket sales and chargebacks against ticket sales will be provided to the renter. Allow up to ten working days after your event to receive this paperwork and cheque. Out-of-town touring groups may receive up to 90% of their proceeds the same evening as their event, if we are notified of this requirement at least two weeks prior to the event. All cash-outs are by uncertified cheque.

Gift Certificates are available for the Tidemark, may be made out for any amount, and are a popular way to give the "gift of entertainment" for special occasions.



TICKET SERVICE FEES and BOX OFFICE SERVICE POLICY

Box Office sales and services are proprietary.

Tickets for **all events** held at the Tidemark Theatre will be sold through the Tidemark Box Office.

Box Office hours are from 12:00 pm to 4:00 pm Tuesday through Friday from Labour Day to Canada Day, and Tuesday through Thursday from Canada Day to Labour Day. The Box Office will also open one hour prior to show time on performance dates, until after intermission or until 30 minutes after curtain (if no intermission).

Transactions are by cash, Interac, Visa, MasterCard, or American Express.

A Capital Improvement Fee (CIF) will be applied to all tickets, and this shall be included in the advertised ticket price. This fee applies to **all events at the Tidemark Theatre** and shall also be applied to **complimentary** tickets.

Ticket Handling	Quantity	Price
Ticket Setup – Not-For-Profit Renters	Per event	$100, $40 each additional show
Ticket Setup – Local For-Profit Renters	Per event	$150, $50 each additional show
Ticket Setup – Commercial Renters	Per event	$200, $75 each additional show
Capital Improvement Fee	Per ticket	$3.00
Credit Card Processing Fee	-	4%
Ticket Printing	Per ticket	$0.15 NP, $0.20 Local, $0.25 Commercial
Complimentary Tickets CIF	Per ticket	Up to 20 (NP & Local) or 10 (Comm) at no charge, CIF applies for additional comps
Offsite events	Per ticket	Please contact us for our lowest rates!

Producers wishing to sell their own tickets may sign out tickets from the Box Office by prior arrangement. The Capital Improvement Fee will be charged for all tickets not returned to the Box Office within twenty-four hours prior to performance.

General Information

Box Office

The Tidemark Ticket Centre is open from 12:00 pm to 4:00 pm Tuesday through Friday Labour Day to Canada Day; Tuesday through Thursday Canada Day to Labour Day; and one hour prior to performance time on event days.
The Tidemark Ticket Centre is a self-contained office which also provides sales by phone (250-287-PINK), as well as Internet sales for Visa, MasterCard, and American Express card holders.

Concession Bar

Enclosed counter space with commercial cooler, sink, coffee makers**,** cups and wine/beer glasses. Operated by Tidemark Front of House Volunteers.
Please note: Concession operation is included in your rental. Closing the concession or choosing to have no intermission may result in additional fees.

Viewing Room

Sound attenuated room, located left rear of house.
Full view of stage through large picture window.
Internal sound system.
Will accommodate 10 - 12 persons.

Green Room

Located stage left through a short corridor.
26' X 16' furnished. Fridge and microwave.
Internal sound system.
Closed circuit colour monitor.

Dressing Rooms

Two large, company style, dressing rooms located adjacent to the Green Room, 10 person capacity (each).
Both Dressing Rooms are fully appointed with mirrors, make-up lights, showers, sinks, toilets and wardrobe racks. Iron and ironing board available.

Loading Bay

Located at the rear of the building in the alley.
Large roll-up door with electric drive.
Clear height 12'.
Clear width 11'.
Standard truck load in/out facility at stage level.
Driveway will accommodate 40' tractor trailers.

Orchestra Pit

Located under stage thrust. Access through stage left corridor.
Length 24' Width 14' Depth 8'.
Capacity is approximately 20.
Stage floor is manually removable to expose pit.
Direct line communication to control room.

Control Room

Located upstairs overlooking the house and stage.
Lighting and projection stations with direct communication to all areas of the house.
Sound station is located at the rear of the auditorium on the main floor.
Follow spot room right of control.
Video Room left of control.

Stage Dimensions

Prosc. opening, Width	32'0"	Height	18'0"
Prosc. line to DS thrust	16'0"	Crossover clearance	4'0"
Prosc. line to Traveller	19'0"	Free working space SL	24"0”x24'0"
Prosc. line to Cyc	20'0"	Free working space SR	25'0"x7'0"
Prosc. line to US wall	32'0"	Maximum working height	18'0"
Floor to grid	19'0"	Wing space varies with leg positions	

General Information cont.

Stage Floor

Black, Tempered Masonite, flex sub floor.
No stage traps or elevators.
Screwing into floor by special permission only.

Stage Draperies

House curtain	Eggplant Velour, 38' X 17' manual travel SL control. (centre opening)
Legs	4 pairs in black 8' X 21' (Pleated)
Teasers	2 in black 44' X 6' (Pleated)
Mid-stage Traveller	1 in black 38' X 21' manual travel SR control. (Independent control of either side)
Up-stage Traveller	1 in black 48’ x 21’ (centre opening)

Rigging

No fly gallery operation.
All pipes are dead hung.

Rigging Positions

Proscenium line	0'0"	Third electric	12'0"
Main curtain	1'0"	Third leg	16'6"
Second electric	4'0"	Second teaser	14'8"
First leg	5'6'	Fourth electric	17'0"
Second leg	10'0"	Traveller	19'0"
First teaser	10'0"	Cyclorama	20'0"
Working height	19'0"	Pipe length	48'0"

Lighting System

Console ETC IONXE 20

480 channels
1000 faders
40 submasters (20 on Console, 20 on Manual Fader Wing)

Dimmers

Dimmer Room – ETC Sensor 3 use ETC Net
Rack 1 24 Dimmers @ 2.4Kw
Rack 2 96 Dimmers @ 2.4Kw

FOH Pipe – IPS Strips use DMX
36 Dimmers @ 1.4kw with remote focus button

Circuit to dimmer connection

Racks are hard wired circuit to dimmer 1-1

Circuits (all circuits are independent)

Far FOH	10 circuits	Tormentor HR	6 circuits
FOH	36 Dimmers	Tormentor HL	6 circuits
First elect.	22 circuits	Floor USR	3 circuits
Second elect.	29 circuits	Floor USL	3 circuits
Third elect.	26 circuits	Alcove SR	3 circuits
Fourth elect.	15 circuits	Alcove SL	3 circuits

Other Circuits

100 Amp Cam-lok Tie in available, discuss with Technical Director.

Instruments

No.	*Make*	*Type*	*Size*	*Watt*	
74	ETC	S4 Body		750w	
6	ETC	S4 Lens	10°		
3	ETC	S4 Lens	14°		
17	ETC	S4 Lens	26°		
19	ETC	S4 Lens	36°		
2	ETC	S4 Lens	50°		
12	ETC	S4 Zoom Lens	15°-30°		
20	ETC	S4 Zoom Lens	25°-50°		
18	ETC	ColorSource Par Deep Blue		LED	Flown
8	ETC	ColorSource Par Deep Blue		LED	Floor
2	Altman	Leko	6X16	750w	
6	Strand	SL Leko	30°	1000w	
11	Strand	Century Leko	6X12	1000w	
4	Strand	SL Leko	40°	1000w	
10	Strand	Leko	6X9	1000w	
12	Strand	Leko 4.5”	25°-50°	500w	
17	Strand	3380 6" Fresnel	14°-68°	1000w	
8	Thomas	Par 64	med	1000w	
1	Altman	Followspot		360w	
4	Altman	SSCYC200	RGBA	LED	
4	Martin	Mac 500	Movers	250w	Flown
2	Martin	Mac 500	Movers	250w	Floor
9	Rosco	ICue Mirrors	Movers		
4	Rosco	Rosco DMX Iris	Acc		
6	ETC	Drop in Iris	Acc		
	Various	LX Accessories Gobo holders, donuts etc.			

Audio System

Main Mixing Console Behringer WING Console 48 Channel

Back-Up Console Yamaha LS9-32 digital console
Midas M32 digital console

Monitor Console Midas M32 digital console located Stage Left

Speakers Meyer system flown above stage apron consisting of
2 Meyer UPQ-1P for Right and Left
1 Meyer UPA-1P for Centre
2 Meyer USW-1P Subs
5 Meyer MM4-XP for lip fill located on stage apron.
1 Biamp Nexia SP processor

Monitors 6 QSC HPR122I Powered 12” 2-way wedges

Snakes Main FOH to Stage - Analog – 48 channel with 24 returns
Stage 1 Rapco 12 channel, 4 returns 40’
1 Rapco 12 channel, 4 returns 50’
1 Rapco 12 channel, 4 returns 75’

1 Rapco 12 channel, 4 returns 100’

Microphones

Handheld	6 Shure Beta58A
	6 Shure Beta57
	2 Shure SM58
	2 Shure SM48
	1 Shure SM57
Wireless	4 Sennheiser Pro SKM935 G2-B
	4 Sennheiser EM550 G2-B Dual “B” Receiver
	1 Shure U2-UA with Beta58A head
	1 Shure U4D-UA Dual channel receiver
Bodypack	8 Sennheiser SK500 G2-B
	8 Sennheiser MKE2-EW-3 Gold Pro mic
	2 Shure U1-UA belt pack
	2 Shure WL93 micro-lavalier
Drum Kit	1 Shure Beta52
	3 Shure Beta98/S
	3 Shure SM81-LC
Grand Piano	1 Helpinstill 120

Available Extras

4 DBX 2231DBX Stereo equalizer 31 band
1 Furman Power Conditioner
1 Tascam CD-160MKII CD player
1 Tascam CD-RW901SL CD recorder
1 Raxxess IRDS-1 iPod docking station

Communications

Wireless	1 HME DX200 Intercom base station
	4 HME BP200 belt pack with HS15 headset
Wired	Telex IC-2MA Base station with 2 channels.
	6 Telex WP stations, 2 on stage, 4 in control
	6 Telex belt pack with headset

NOTE: The wired and wireless systems DO NOT talk to each other

Rental PA

Ground stacked
4 x TX 9S 2 x 18” subs
6 x TX 4 top cabinets
2 x QSC QP8 powered front fill
All power and processing included

Audio/Visual

Video Projectors

Booth and house mounted for front projection to screen at proscenium
All projectors are HDMI input.

NEC PA500u

5000 lm 2000:1 contrast ratio 10 bit color
Focused on retractable screen

CHRISTIE Solaria One

True DLP Digital Cinema DCI compliant
8000 lm 1700:1 contrast ratio
Focused on retractable screen

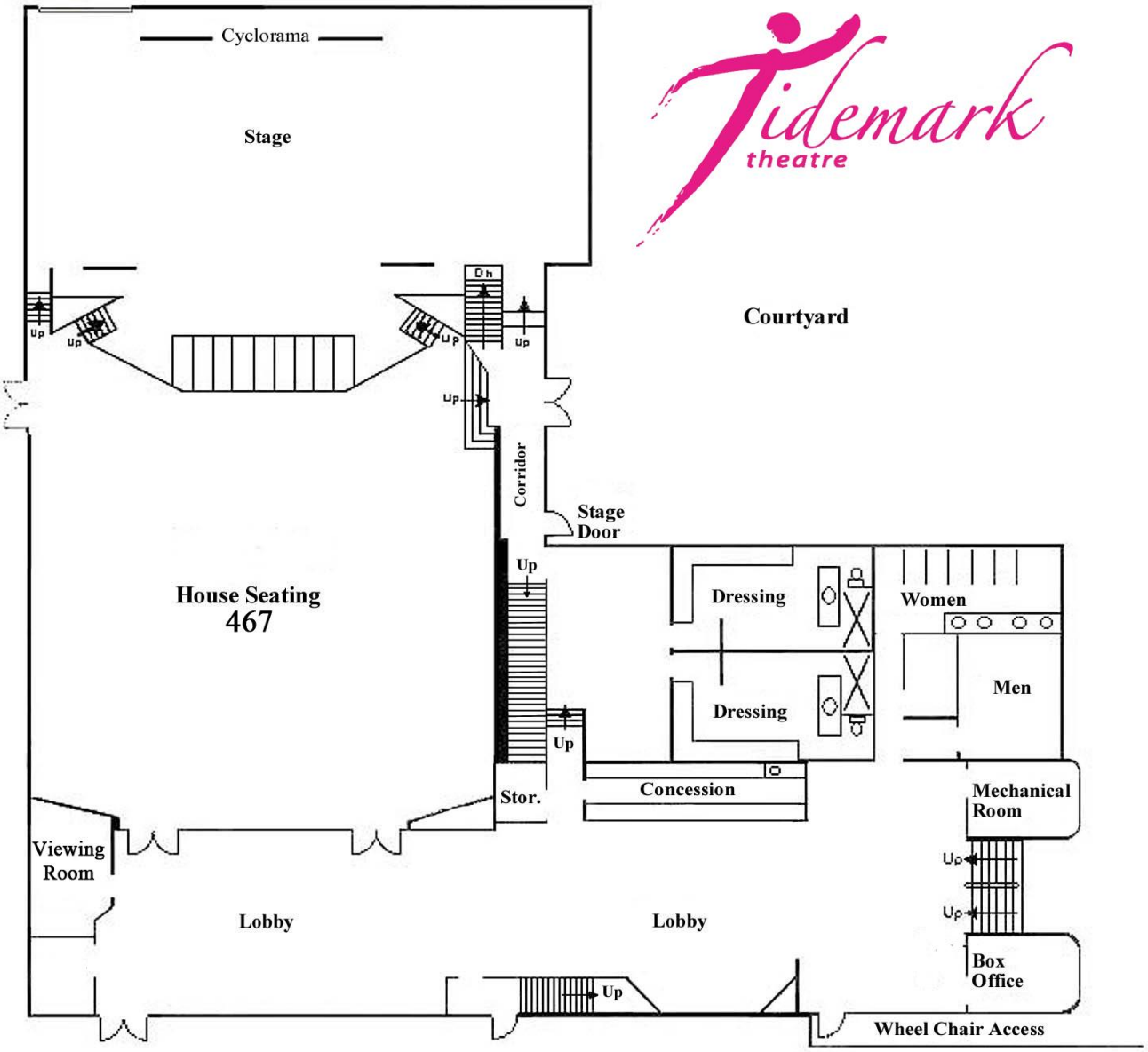
Panasonic PT-MZ10KLB

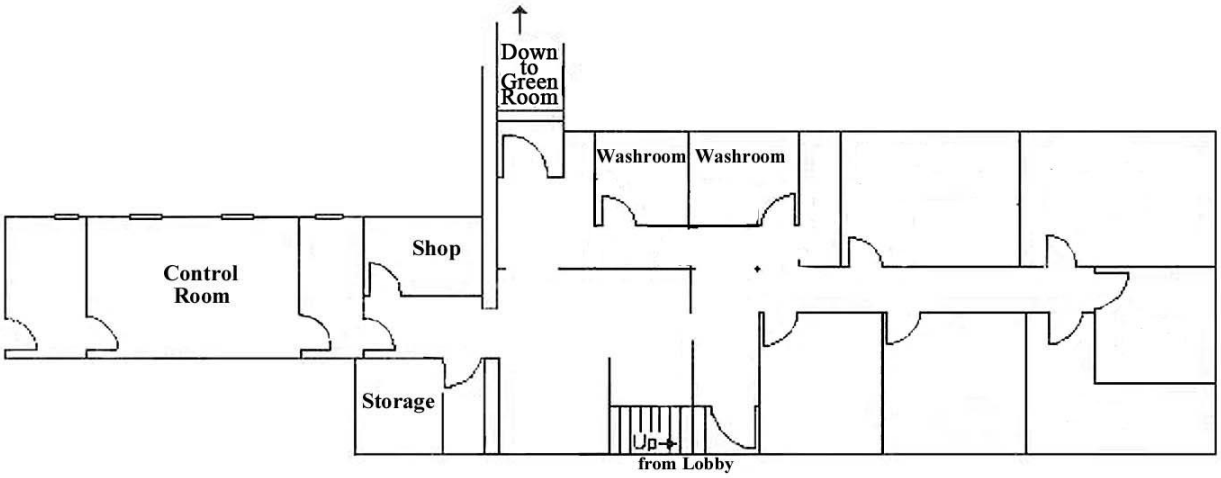
Triple laser engine
10,000 lm 3,000,000:1 contrast ratio

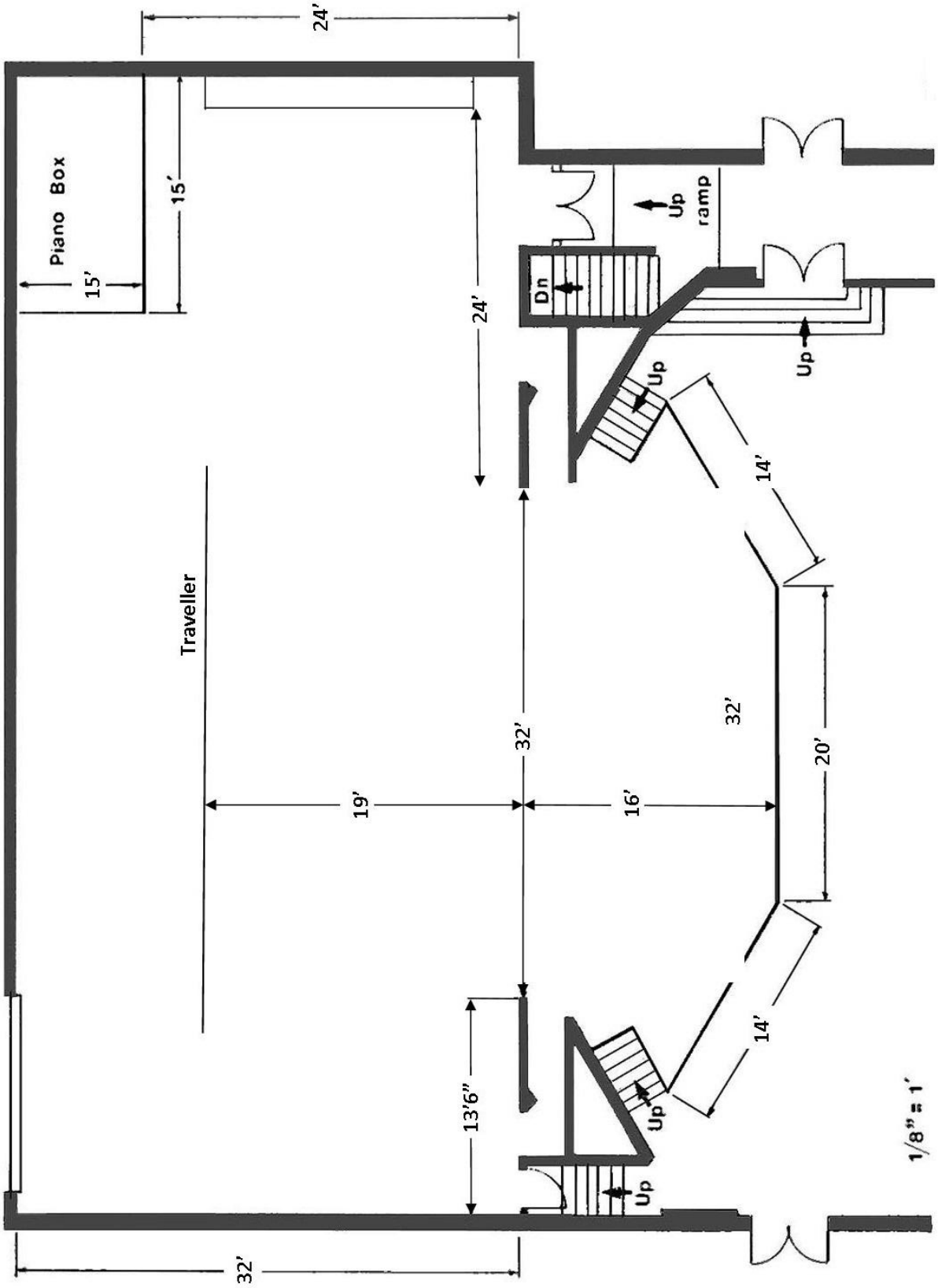
Projection Surfaces	White screen 13’ h X 23.5’ w (viewable) mounted 1'-0" downstage from proscenium. Rectractable operation from control booth. White Cyclorama 32'x 17' (viewable)
Livestreaming	Newtek Tricaster 2 Elite Control Surface 10 Cameras permanently installed in auditorium. 3 Auxillary cameras c/w tripods Capable of Livestreaming to targeted social media platforms and private feeds in high definition.
CCTV	Digital colour camera, control room. Colour LED monitor, 32", Stage Left and Right. Colour LED monitor, 41", Green Room. 2 mics, mounted over stage thrust feed program audio into Dressing Rooms and Green Room.

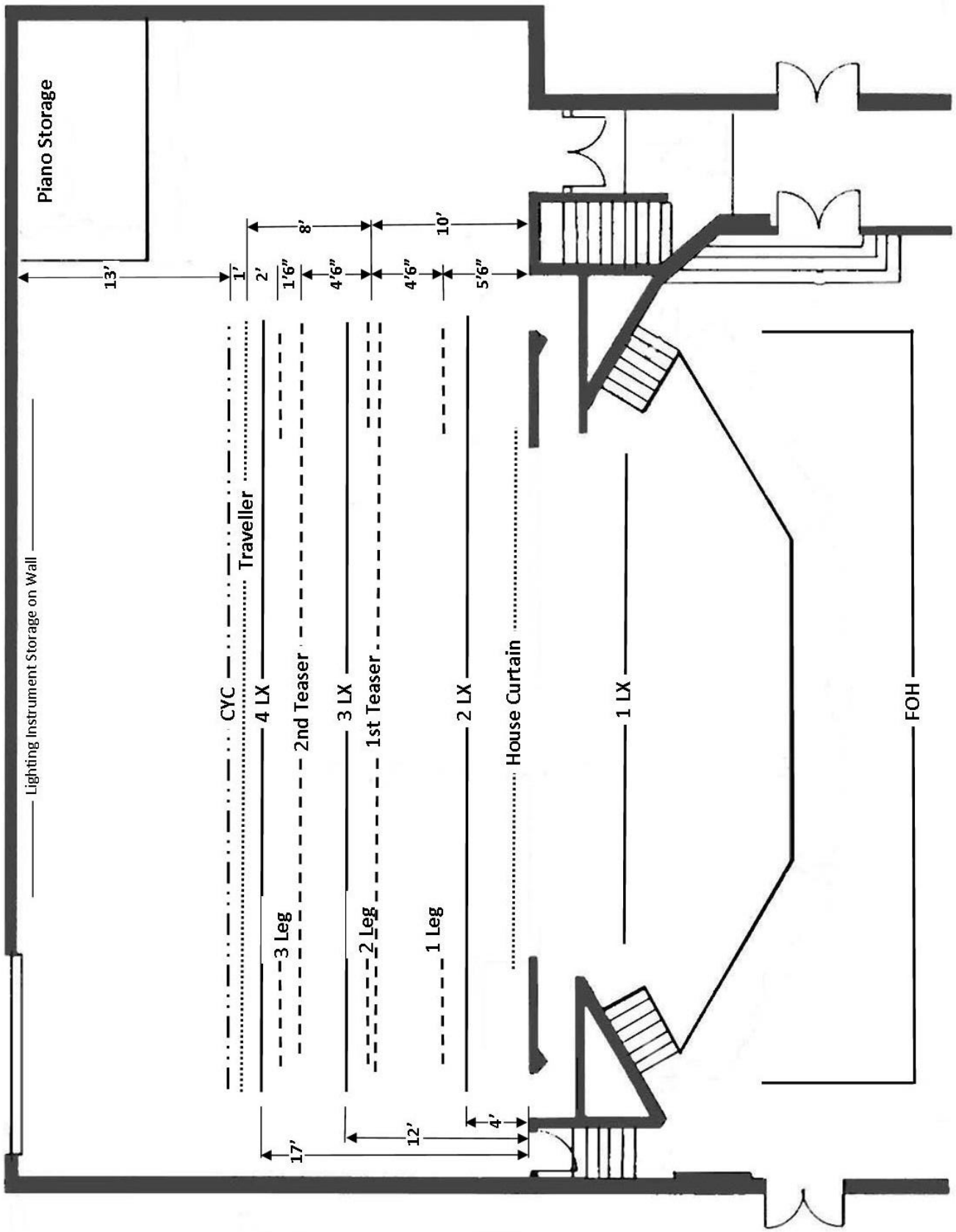
Additional Equipment

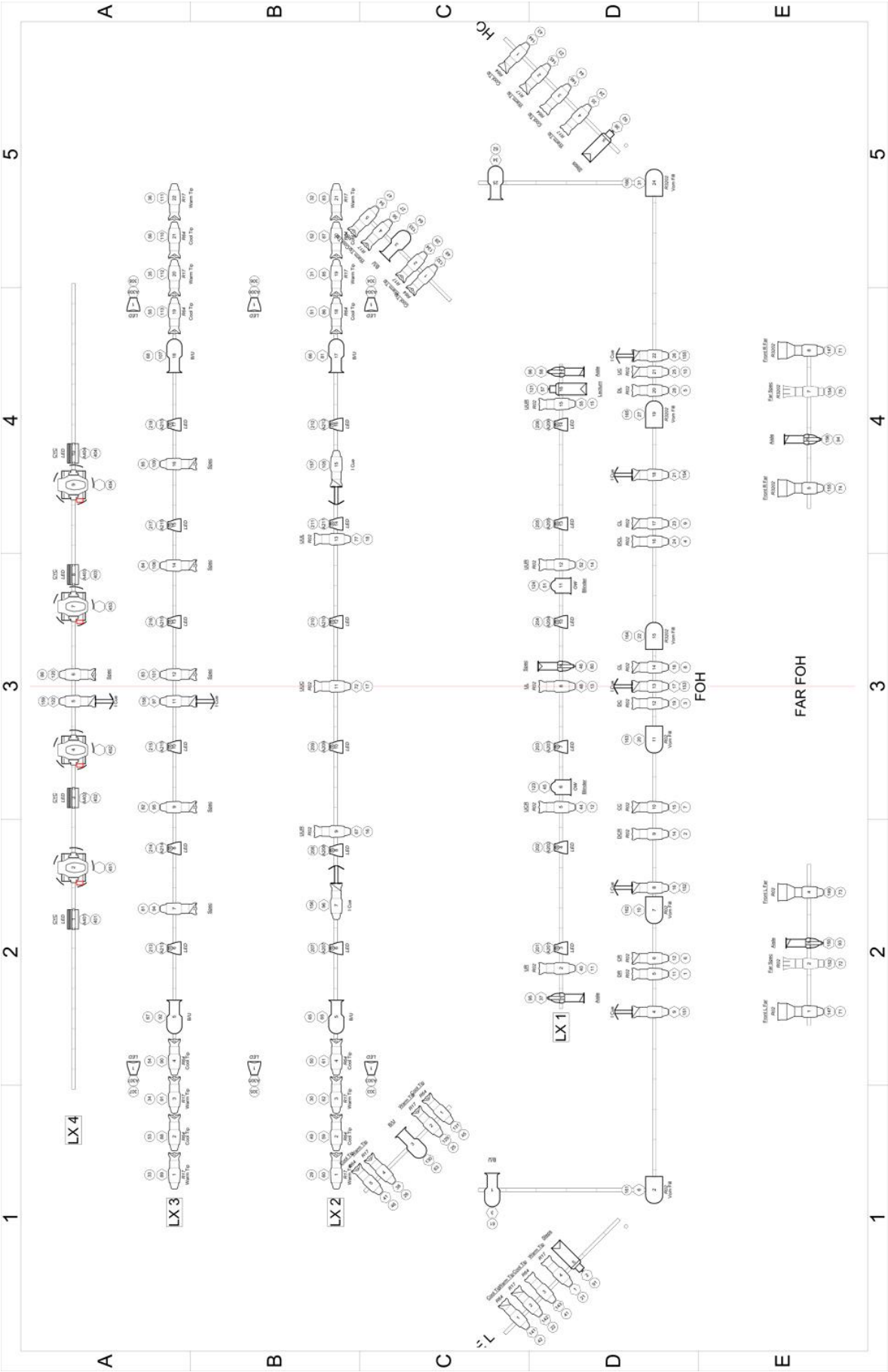
Risers	Wenger Stage Tech Black. Height adjustable legs to 16”, 20”, and 24” 16 Units Legs with wheels, 8 legs Wenger series 24B, collapsible three step choir riser: 4 units @ 4' X 8'
Choral Shell	Wenger series 64 acoustical shell: 7 sections
Pianos	Yamaha C-6 concert grand Nordheimer upright (Green Room)
Chairs	50 padded straight back/stacking chairs, black finish with vinyl covering 30 padded straight back chairs with arms, chrome finish with jade velour covering


Cyclorama
Stage
Tidemark theatre
Courtyard
Up
Corridor
Stage Door
House Seating
467
Dressing
Women
Men
Dressing
Concession
Stor.
Mechanical Room
Viewing Room
Lobby
Lobby
Box Office
Wheel Chair Access


Down to Green Room
Washroom
Washroom
Shop
Control Room
Storage
Up
from Lobby


24'
Piano Box
15'
15'
24'
Dn
Up
ramp
Up
Up
14'
Traveller
32'
32'
20'
19'
16'
14'
13'6"
Up
Up
1/8" = 1'
32'


Piano Storage
Lighting Instrument Storage on Wall
13'
1'
2'
1'6"
8'
4'6"
4'6"
10'
5'6"
CYC
Traveller
4 LX
3 Leg
2nd Teaser
3 LX
2 Leg
1st Teaser
2 LX
1 Leg
House Curtain
1 LX
FOH
17'
12'
4'


LX 4
LX 3
LX 2
LX 1
FOH
FAR FOH

Tidemark Theatre Society Safety

Health and Safety Vision

The Tidemark Theatre Society is committed to providing a safe and healthy working environment for our employees, volunteers, performers, and our customers. People are the key factor at the TTS. It is a mandate of this society that our operations are executed at all times in such a way as to ensure so far as is reasonably practicable, the health and safety of all our employees, volunteers, patrons and performers.

Health and Safety Policy

The Tidemark Theatre Society is committed to preventing the loss of any of its resources, including employees, volunteers, performing artists, patrons and physical assets.

In fulfilling this commitment to protect both people and property, management will provide and maintain a safe and healthy work environment, in accordance with industry standards and in compliance with legislative requirements, we will strive to eliminate any foreseeable hazards which may result in property damage, accidents, or personal injury/illness.

We recognize that the responsibility for health and safety are shared. All employees, volunteers and performers will be equally responsible for minimizing accidents within our facility and on our work site.

All management activities will comply with society safety requirements as they relate to planning, operation and maintenance of facilities and equipment. All personnel will perform their jobs properly in accordance with established procedures and safe work practices.

Evacuation Muster Point

Evacuation maps for the building are posted at top and bottom of stairs, stage right and stage left, and box office. The map shows the location of exits, fire extinguishers, and first aid kits. Assembly point for the Tidemark Theatre in the event of evacuation is at Spirit Square, across the street.

How and when to report injuries

- If you believe you are injured or become ill while at the Tidemark, report this to Tidemark Theatre Staff.
- We have first aid qualified workers here but we do not have “designated” first-aiders. First aid at the job site is done on a Good Samaritan basis.
- First Aid Kits are mounted on the walls at the concession, stage, and control room.

TIDEMARK THEATRE ORIENTATION FOR PERFORMERS/CONTRACTORS

Event: _____ Date: _____

This checklist is a guideline for conducting performer safety orientations *prior to an event*. The check sheet should be signed by all parties as it serves as documentation that orientation has taken place.

1. Line of communication and responsibility for immediately reporting accidents.
    a. When to report an injury
    b. How to report an injury
    c. Who to report an injury to
2. First aid supplies, equipment and training
    a. Obtaining treatment
    b. Location of facilities
    c. Location and names of First-aid trained personnel
3. Emergency plan
    a. Exit location and evacuation routes
    b. Use of firefighting equipment (extinguishers, hose)
4. Personal work habits
    a. Smoking policy
    b. Proper lifting techniques
    c. Good housekeeping practices
    d. Inattention

NOTE: Do not sign unless ALL items are covered and ALL questions are satisfactorily answered. The signatures below document that the appropriate elements have been discussed to the satisfaction of both parties, and that both the Performer/contractor representative and their employees accept responsibility for maintaining a safe and healthful work environment.

_____ _____

Tidemark Theatre Representative Signature Date

_____ _____

Performers/ Contractors Representative Signature Date

.