

The Hudson Valley's
Premier Entertainment & Event Venue

PROMOTERS' GUIDE

MID-HUDSON CIVIC CENTER

14 Civic Center Plaza, Poughkeepsie, New York 12601 • (845) 454-5800 • Booking Information: Ext 1202

McCann Ice Arena (Hockey • Ice Skating) Mair Hall (Concerts • Entertainment • Exhibit Hall • Corporate Events • Trade Shows)

WWW.MIDHUDSONCIVICCENTER.ORG



The Hudson Valley's

Premier Entertainment & Event Venue

The Mid-Hudson Civic Center is a private, not-for-profit community organization dedicated to providing cultural, recreational and educational opportunities to the Hudson Valley. It is a dual venue comprised of Mair Hall and McCann Ice Arena. Mair Hall is a 15,475 square foot space with the capacity to host 3,050 for general admission, large expos, and trade shows and 2,660 for seated shows.

The McCann Ice Arena serves youth organizations, leagues and individuals for both recreational and competitive figure skating and ice hockey, and offers open ice slots, group and private lessons, public skating sessions, and private parties.

MID-HUDSON CIVIC CENTER HISTORY

The Mid-Hudson Civic Center (www.midhudsonciviccenter.org), is a dual venue that attracts over 200,000 visitors a year. It is home to Mair Hall, a concert and trade-show venue, and McCann Ice Arena, a full-service ice arena located in the city of Poughkeepsie, NY. Mair Hall is a full entertainment center featuring concerts, family shows, trade shows, banquets, and sporting events.

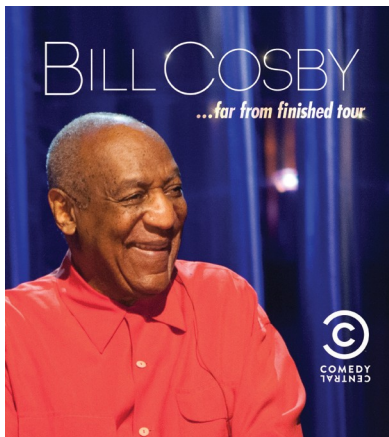
The facility is home for sports and entertainment in New York's Scenic Dutchess County. It is nestled in the Hudson River Valley, 90 minutes from New York City, and is accessible by car, train, bus and air. The Civic Center is able to reach nearly 2 million people throughout the Hudson Valley and Capitol Regions, and the Tri-State Area.

FACILITY PERSONNEL

- Interim President** Danielle Anderson (845) 454-9800 ext. 1206
- Event/Box Office Manager** Melissa Deacon (845) 454-9800 ext. 1202
- Marketing & Communications** Bridget Herlihy (845) 454-9800 ext. 1207
- Facility Manager** Brian Doyle (845) 454-9800 ext. 1209

NOTABLE EVENTS AT THE CIVIC CENTER HAVE INCLUDED:

- Bruce Springsteen
- Rush
- David Gilmore
- B-52s
- Chicago
- Bob Dylan
- B.B. King
- Larry The Cable Guy
- Jeff Foxworthy
- WWE & TNA Wrestling
- Matchbox 20
- Sesame Street Live
- Ringo Starr And His All-Star Band
- Hudson Valley Railroad Expo
- Society's Train Show
- Home Show
- Montgomery Gentry
- Bush
- Godsmack
- Pantera
- Empire State Games
- Good Charlotte
- Primus
- Lord Of The Dance
- Willie Nelson
- Meat Loaf
- Bill Cosby
- Frankie Valli & The Four Seasons
- Daughtry
- Earth, Wind, & Fire
- New York State Tactical Officers Association
- Louis C. K.
- Boxing
- Heart
- ...and many, many more!



MAIR HALL SPECIFICATIONS

Hospitality Area – Lower Level

- 3 Dressing Rooms – 18'7" x 15' / fully furnished
- 2 Bathrooms with showers and sinks
- 2 Production Offices / total 5 phone lines
 - o Room #1 – 12' x 15' / 3 phone lines
 - o Room #2 – 5' x 9' / 2 phone lines
- 2 Hospitality Areas
 - o Room #1 – 57'6" x 17'6" / carpeted
 - o Room #2 – 50'7" x 16' / vinyl floor, 3 mirrored walls, 1 wall of ballet bar
- Kitchen – 14'8" x 30'9" with conventional electric oven
- Freight Elevator – main floor to lower level, 4,000 lb. capacity

Mair Hall

- Total floor – 119'6" x 129'6" / 15,475.25 sq. ft.
- Overall Clearance – 25'5"
- Concrete Floor
- Curtains available to subdivide room or for covering sidewalls
- Various configurations / max capacities:
 - o Theater: 2,700
 - o Concert / Reserved Seating: 2,700
 - o Concert / General Admission: 3,050
 - o Festival: 3,050
 - o In-The-Round: 2,220
 - o Club Set-Up: 1,040
 - o Banquet: 1,200
 - o Trade Show: 130 / 8' x 10' Booths
 - Loge – permanent retractable seats: 760
 - Floor seating – portable / 15 sections / seats: 2,230
 - Loading doors – 10'4" wide x 12'5" high
 - Electric – Various power outlets available on sidewalls and floor pockets

Mair Hall Lobby

- 130' x 32' / total: 4,160 sq. ft.
- 77' x 32' / 2,464 sq. ft. suitable for trade display
- 18 – 110V outlets
- Ceiling height 10'

Conference Room – Mezzanine Level

- Ceiling Height 10'
- 530.42' sq. ft.
- House Phone

Equipment Rental

- Water hookup available in hall
- Forklift – 2,500 lb. capacity
- One Genie AWP 30S Work Platform- Max Platform Height 29' – Max Working Height 35' 6" Lift
Capacity 350lbs
- Bike rack barricade – 18 sections
- Concert barricade

Stage Power

- 600 Amp – 3 phase - 5 wire
- 200 Amp - 3 phase - 5 wire
 - o Mechanical or cold water ground
- 16 separate 30 amp circuits / 110V / located in stage floor pockets
- 3 - 220V 30 amp circuits / located in stage floor pockets

Spotlights & House Sound System

- 2 Spotlights - Lycian Model 1290 XLT- 2K Xenon
- Carvin amplifier/mix console with 4 EV speakers (good for voice and background music)

Mezzanine

- 102' long x 8'5" wide
- Restroom located on mezzanine / ADA restrooms located in ice arena (first floor)

Stage Dimensions – 1,600 sq. ft.

- 4' high permanent stage
- 7' apron
- Proscenium width 69'10"
- Overall width upstage of proscenium 103'
- Overall width downstage of proscenium 84'6"
- Height upstage of proscenium
 - o Baton trim height 23'8"
 - o Bottom of steel 29'7"
 - o Ceiling 31'
 - o All rigging onstage done with beam clamps – 18 available, 2 ton maximum capacity
- Proscenium arch 18'
- Height downstage of proscenium 19'
- Bottom of steel downstage of proscenium Arch 25'5"
- (Beam is located 2' from downstage edge)
- Stage depth 25'7" w/ apron and proscenium wall 32'7" • 10 line sets total – limited use!!
 - o 2 permanent lines – house traveler and proscenium border – 8 available
- Masking / Soft Goods
 - o Front main traveler / Black
 - o 3 sets of legs / Black
 - o 3 borders / Black
 - o 1 full / Black

Emergency Equipment

Fire sprinklers and fire extinguishers are located throughout the Center and office areas. An emergency generator will provide backup light power in case of a power failure.

Features for Guests with Disabilities

All entrances to the main level of the Center are wheelchair accessible. Designated disabled parking is conveniently located in the hotel deck. Accessible seating is offered in a variety of locations throughout the venue. Handicap accessible restrooms are available on lower level in the Ice Arena.

Lighting

The house light controls are located in the various places in the Center. House lighting consists of dimmable LED lights.

Load-In

The entrance to the load-in area is located on the corner of Main Street and Rt. 44-55 West. Load-in/out capabilities:
Load-in/out one truck at a time. A 50 ft. push from truck to stage through doors that are 10'10" wide x 12'6" high. Forklift or ramp from floor to stage. One truck can stay in driveway. Additional parking for trucks and buses must be arranged through Event Manager or Technical Director.

Pyrotechnics

A New York State pyrotechnical permit is required for any pyrotechnics used in the building or anywhere on the premises. There will be a designated space used for storing pyrotechnics. The Center will supply fire extinguishers at the shows expense. Please contact the City of Poughkeepsie Fire Department for permit filing and information.

RENTAL RATES & CONDITIONS

Equipment and Service Rates

Mid-Hudson Civic Center provides a full-range of event equipment and personnel including ushers, ticket-takers, security, stagehands, cleaning, operations, and technical support. Rental rates dependent upon contact terms.

Rental Rates

Per day facility rental rates are available upon request. All rental rates are negotiable and dependent upon contract terms. Please call (845) 454-9800 ext. 1202 for rates.

Taxes: New York State tax is 8.125% on all revenue.

Available equipment

(Rental and rates subject to contract terms):

- Stage/barricade
- Bicycle Rack
- Outdoor Marquee
- Risers
- Spotlights
- Forklift
- Tables/chairs
- Telephone long distance
- Wireless and hard line internet

Deposit Requirements and Procedures

A deposit is required to secure a date at the Center. This amount is due upon execution of the contract or when another potential user challenges a date. In case of multiple events, the Mid-Hudson Civic Center will hold the deposit as a floating deposit unless those dates are challenged; in which case the promoter must provide the additional deposit for each sum in advance as a damage deposit, which is refundable after the event is settled, and when a check of the facility is completed. Management further reserves the right to require a deposit to cover all estimated expenses, including but not limited to: rent, ticketing fees, set-up, staffing, damages, advertising, electrical services, and miscellaneous equipment.

Box Office/Ticketing

The Mid-Hudson Civic Center is affiliated with Ticketmaster. Tickets to Civic Center events are available at the MHCC Box Office, by phone at 1-800-745-3000, on-line through the internet at www.ticketmaster.com and at registered Ticketmaster outlets. The Mid-Hudson Civic Center's normal Box Office hours are Monday through Friday 10 AM - 5:30 PM. The Box Office is also open Saturday and Sunday on days of events. Arrangements for group sales (for certain events) and handicap accessible seating may be made by calling the Civic Center's box office at (845) 454-5800 ext. 1201.

Food and Beverage

All food, beverage, and concessions are operated and controlled by the Mid-Hudson Civic Center. Together with the Center, Food and Beverage Services will determine the number of stands required to properly serve the public. Catering contacts are available by Food and Beverage Services. The Center works with some of the finest area restaurants in order to provide a variety of options to suit your needs.

Merchandise/Novelties

The Center will retain a percentage of net merchandise/novelty sales, dependent upon the event contract. Net sales shall be gross receipts minus credit card fees and New York State sales tax. New York State may also require a vending permit. Please contact us for additional information.

MARKETING SERVICES
&
LOCAL MEDIA

The Mid-Hudson Civic Center's in-house marketing department can assist you with the numerous details involved to successfully market your event. Contact our Marketing and Communications Director, Bridget Herlihy, at (845) 454-5800 ext. 1207.

Print:

Print support comes from the Poughkeepsie Journal (circulation, daily average: 33,624; Fri.: 37,862), the Times Herald Record (circulation, Mon. – Sat.: 75,209; Sun.: 83,101), and the Journal News (circulation, daily average 343,784; Sun., 431,515).

Web:

Web support comes from the Mid-Hudson Civic Center's website; www.midhudsonciviccenter.org and our in-house email blast service which reaches over 36,000 people.

Television:

News Channel 6 Time Warner Cable
News 12 Cablevision

Radio:

Town Square Media

WRRV/ 96.9 FM Alternative Rock
WPDH/ 101.5 FM Classic Rock n Roll
WKXP / 94.3 FM Country
WZAD/ 97.3 FM Country
WCZX/ 97.7 FM Adult Contemporary

Pamal

WSPK/ 104.7 FM Top 40
WHUD/ 100.7 FM Adult Contemporary
WPBM/ 92.9 FM Classic Hits

iHeartMedia

WRWD/ 107.3 FM Country
WRNQ/ 92.1 FM Adult Contemporary
WBWZ/ 93.3 FM Adult Contemporary
WPKF/ 96.1 FM CHR/Rhythmic

Fox Radio

97.3 & 103.1FM Adult Contemporary
WGNY/94.9/98.9/1220 Fox Oldies
94.1/95.7FM Trance & Techno Dance

Radio Woodstock

WDST/100.1FM Classic Rock n Roll

LOCAL BUSINESSES & ATTRACTIONS

The following facilities may be contacted directly or through the Event Manager:

Equipment Rental Companies

- Ballantine Communications (845) 635-8606
- Signet Staging (845) 471-1097
- Atomic Professional Audio..... (802) 775-5550

Approved Caterer List

(Additional caterers accepted. Contact Event Manager for more info.)

- Celtic Charm Caterers Hopewell Junction, NY (845) 227-6107
- Lola's Catering and Cafe Poughkeepsie, NY (845) 471-8555
- Poughkeepsie Grand Hotel Poughkeepsie, NY (845) 485-5300
- Café Primavera Poughkeepsie, NY (845) 485-5740

Lodging

- Poughkeepsie Grand Hotel Poughkeepsie, NY (845) 485-5300
- Courtyard by Marriott Poughkeepsie, NY (845) 485-6336
- Holiday Inn Express Poughkeepsie, NY (845) 473-1151

- Residence Inn Poughkeepsie, NY (845) 463-4344
- Hampton Inn Poughkeepsie, NY (845) 463-7500

Resorts & Spas

- Emerson Inn & Spa Mt. Tremper, NY (845) 688-7900
- Marlene Weber Day Spa Poughkeepsie, NY (845) 454-5852
- Mohonk Mt. House New Paltz, NY (845) 255-1000
- Buttermilk Falls Inn & Spa Milton, NY (845) 795-1310
- Brandi Nichole's Massage Poughkeepsie, NY (845) 224-3270

Emergency (Dial 911 or...)

- Vassar Brothers Medical Center Poughkeepsie, NY (845) 454-8500
- Mid-Hudson Regional Hospital Poughkeepsie, NY (845) 483-5000
- Poughkeepsie Police Department . . Poughkeepsie, NY (845) 451-4000
- Alamo Ambulance Poughkeepsie, NY (845) 471-3700
- Northern Dutchess Paramedics Poughkeepsie, NY (845) 876-0338

Transportation

- Stewart International Airport New Windsor, NY (845) 564-2100
- Dutchess County Airport Poughkeepsie, NY (845) 462-7400
- Amtrak Rail Service Poughkeepsie, NY (800) 872-7245
- Adirondack Trailways New Paltz, NY (800) 858-8555
- Shortline Bus Lines Newburgh, NY (845) 561-0734
- Metro North Railroad Poughkeepsie, NY (800) 638-7646

Car Service

- A.N.N. Transportation Lagrangeville, NY (845) 227-4796

Entertainment & Attractions

- Walkway Over The Hudson Poughkeepsie, NY (845) 459-9649
- Poughkeepsie Galleria Mall Poughkeepsie, NY (845) 297-7600
- Poughkidsie Poughkeepsie, NY (845) 243-3750
- Bounce! Trampoline Sports Poughkeepsie, NY (845) 206-4555
- Hoe Bowl Poughkeepsie, NY (845) 471-2920
- Vanderbilt Mansion Hyde Park, NY (845) 229-7770
- Home of Franklin D. Roosevelt Hyde Park, NY 1-800-FDR-VISIT
- Hudson Valley Renegades Wappingers Falls, NY (845) 838-0094
- Planet Fitness Poughkeepsie, NY (845) 473-8000
- Applegreens Golf Course Milton, NY (845) 883-5500
- Casperkill Golf Course Poughkeepsie, NY (845) 463-0900
- Mills Mansion Staatsburgh, NY (845) 889-8851

Restaurants/Take-Out

- Gino's Poughkeepsie, NY (845) 454-2525
- Giacomo's Poughkeepsie, NY (845) 452-5550
- Emiliano's Poughkeepsie, NY (845) 473-1414
- Shadows on the Hudson Poughkeepsie, NY (845) 486-9500
- Akari Sushi Poughkeepsie, NY (845) 471-1773
- Planet Wings Poughkeepsie, NY (845) 485-9465
- Artist's Palate Poughkeepsie, NY (845) 483-8074
- Cosimos Trattoria Poughkeepsie, NY (845) 485-7172
- O'sho Japanese Steak House Poughkeepsie, NY (845) 297-0540
- Brasserie 292 Poughkeepsie, NY (845) 473-0292
- Amici's Poughkeepsie, NY (845) 452-4700
- Mill House Brewing Company Poughkeepsie, NY (845) 485-2739
- Poughkeepsie Ice House Poughkeepsie, NY (845) 232-5783
- Palace Diner Poughkeepsie, NY (845) 473-1576

RULES & REGULATIONS

Alcohol

No alcoholic beverages may be brought into the Mid-Hudson Civic Center. Alcoholic beverages will be sold by Food and Beverage services during events.

Cameras and Recording Devices

As a general rule, cameras and recording devices of any kind are not permitted inside the Center. This is subject to change on an event-by-event basis.

General Rules

- The cost of removing excessive tape will be the responsibility of the tenant.
- Stickers and adhesive backed decals are not to be given out in or around the building.
- Nails and screws are not to be driven into the Center floor, stage floor or walls.

Guest Conduct

The Mid-Hudson Civic Center strives to provide its guests with a safe, comfortable, and enjoyable atmosphere. Therefore, the Center has established the following guidelines:

1. Guests interfering with other guests ability to enjoy the event may be subject to ejection.
2. Guests using foul or abusive language, or inappropriate or unacceptable gestures may be ejected from the Center.
3. Guests appearing impaired may be ejected from the Center and turned over to authorities.

Guidelines for Exhibiting Motorized Vehicles

- Vehicle keys must at all times be readily available to Mid-Hudson Civic Center Management.
- The vehicle's battery must be disconnected while in the building.
- There shall be no refueling of vehicles inside the building.
- There shall be no more than $\frac{1}{4}$ of a tank of gasoline or 5 gallons per vehicle.
- There should not be any storage of flammable fuel in the building except for that which is in the vehicle.
- Keys for unattended vehicles or vehicles remaining overnight must be given to Mid-Hudson Civic Center management.
- Fuel tank doors must be locked or fuel caps taped shut.
- There shall be no work done on the vehicle inside the building unless authorized by Mid-Hudson Civic Center Management.
- Vehicles will not be started except for move in or move out.
- Cleaning of vehicles is the responsibility of the vehicle owner and must follow Center policies.

Leaflets/Brochures

Distribution of any printed materials, or selling of any items is prohibited on the Mid-Hudson Civic Center grounds, including the parking lots, walkways and inside the Center unless permission from the Center has been granted.

Re-Entry into Center

Once a patron leaves an event, there is no re-entry to the event unless another ticket is purchased.

Re-selling of Tickets

Re-selling of tickets by private parties is prohibited on Mid-Hudson Civic Center property.

Selling of Illegal Merchandise

Selling of illegal merchandise is prohibited on Mid-Hudson Civic Center property as well as by law.

Smoking

Smoking is not allowed in any public facility in New York State.

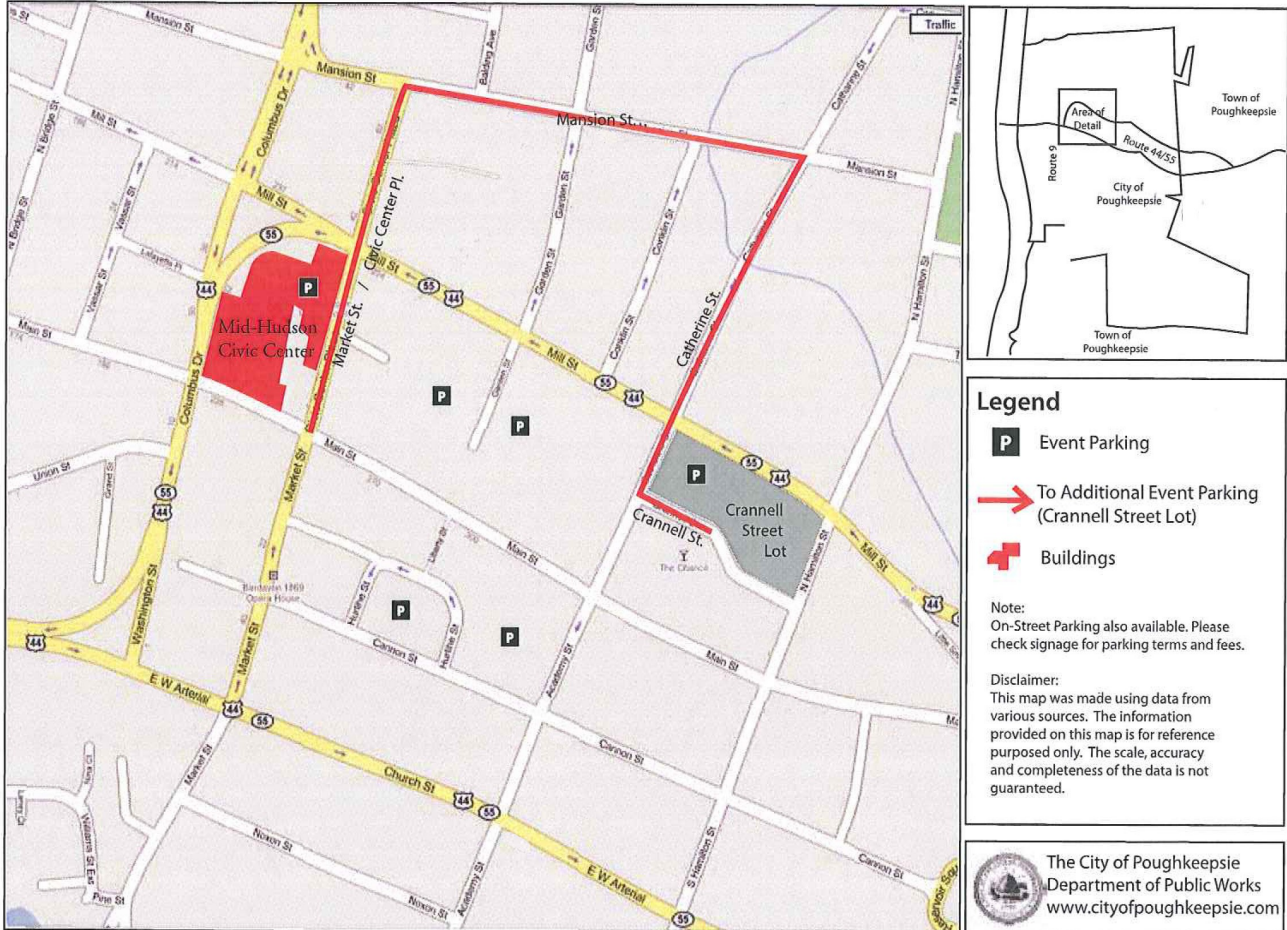
Sponsorships

The Mid-Hudson Civic Center owns signage rights inside and outside of the Center. Advertising signs or banners tenants wish to display must be pre-approved by Mid-Hudson Civic Center management.

The following items are prohibited in the Center:

- Aerosol Cans
- Air horns
- Alcoholic beverages
- Illegal drugs
- Animals (except certified service dogs for the disabled)
- Beach balls and other inflatables
- Ice chests or thermal containers
- Bullhorns or noisemakers
- Cameras (varies on events)
- Outside food and beverage
- Fireworks, Firearms, or other weapons
- Framed backpacks
- Glass bottles or aluminum bottles
- Laser pointers

PARKING & DIRECTIONS



City of Poughkeepsie - Event Parking Map

Parking

There are several patron parking lots as well as metered street parking within three city blocks of the Civic Center.

Vendor and talent parking arrangements can be made by contacting the Event Manager.

From Albany and Points North via NY State Thruway (I-87)

NY State Thruway south to exit #18 – New Paltz
Route 299 east, follow to end
At traffic light, take right on to Route 9W south
Approximately 5 miles to the Mid-Hudson Bridge (Route 44/55 east)
Go over bridge, at third traffic light, make a left on to Market Street
Civic Center is 2 1/2 blocks down on left next to the Poughkeepsie Grand Hotel.
Park in hotel lot or municipal parking lot across from MHCC

From NY City and Points South via NY State Thruway (I-87)

NY State Thruway north to exit #18 – New Paltz
Route 299 east, follow to end
At traffic light, take right on to Route 9W south
Approximately 5 miles to the Mid-Hudson Bridge (Route 44/55 east)
Go over bridge, at third traffic light, make a left on to Market Street
Civic Center is 2 1/2 blocks down on left next to the Poughkeepsie Grand Hotel.
Park in hotel lot or municipal parking lot across from MHCC

From New England and Points East via Taconic State Parkway

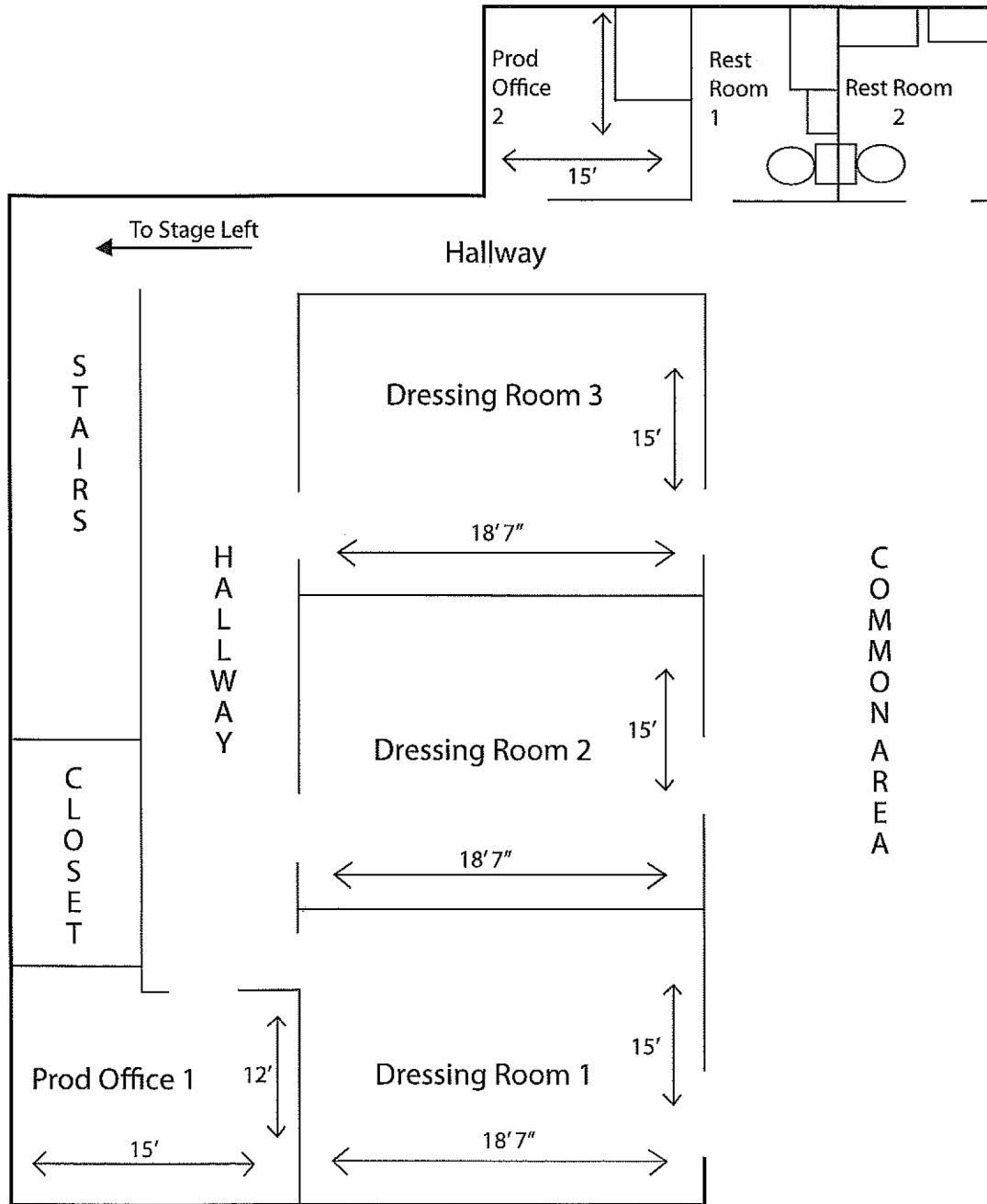
Taconic Parkway to exit for Route 55 – Poughkeepsie (west)
Follow signs for Poughkeepsie, watch for merge with Route 44 (turns into 3 lane highway)
Continue on Route 44/55 into city
In city, stay in left lane, look for the Poughkeepsie Grand Hotel
Proceed around and behind hotel, at light make a left on to Main Street
At light, make a left on to Market Street, Civic Center is on left
Park in hotel lot or municipal parking lot across from MHCC

From Route 684

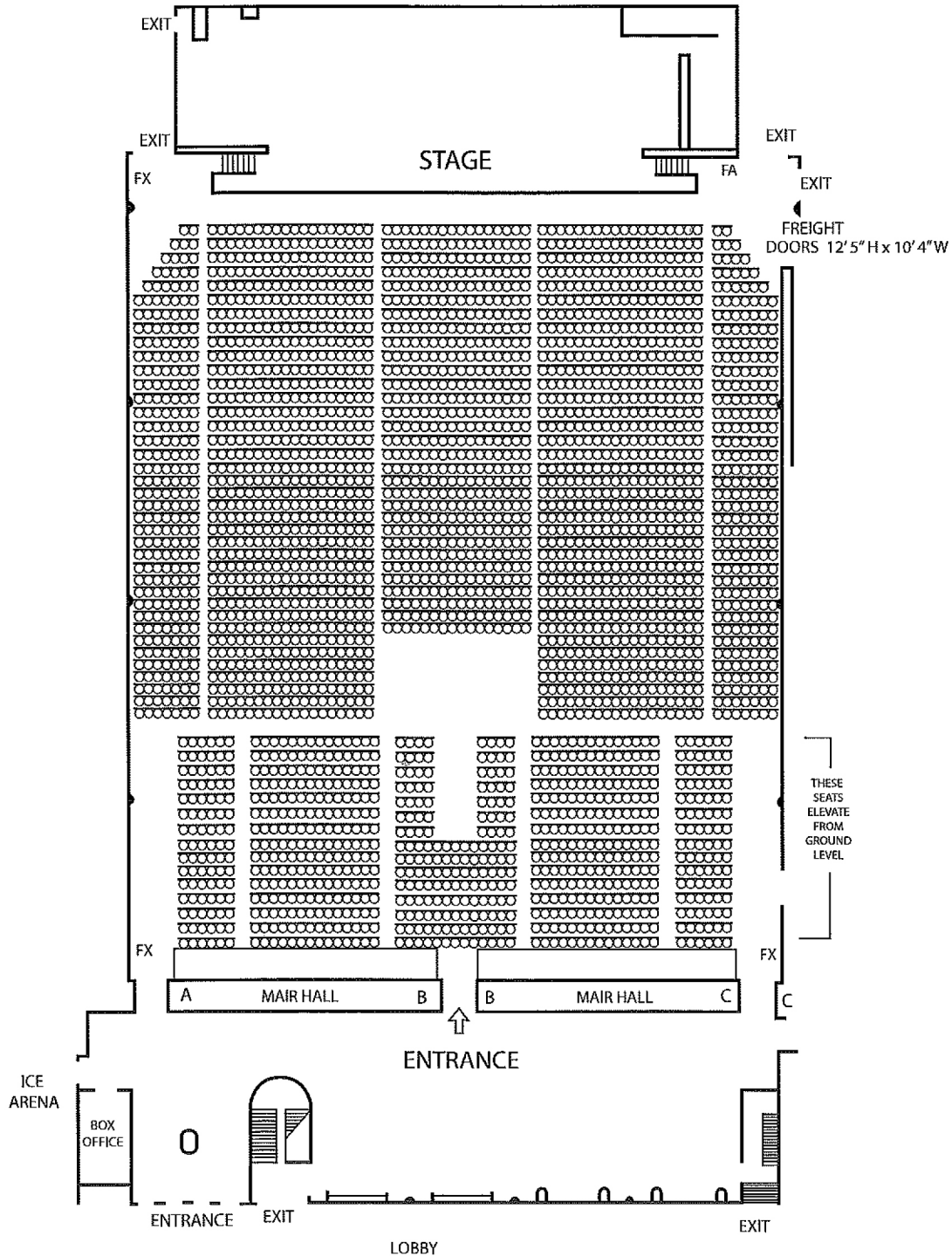
Route 684 north to Interstate 84 west towards Newburgh
Take exit 13N for Route 9 Poughkeepsie
Continue on Route 9 north (about 30-40 mins.) to Main Street in Poughkeepsie
At stop sign make a right on to Main Street
At fourth traffic light, make left on to Market Street, Civic Center is on left
Park in hotel lot or municipal parking lot across from MHCC

MID-HUDSON CIVIC CENTER SCHEMATICS

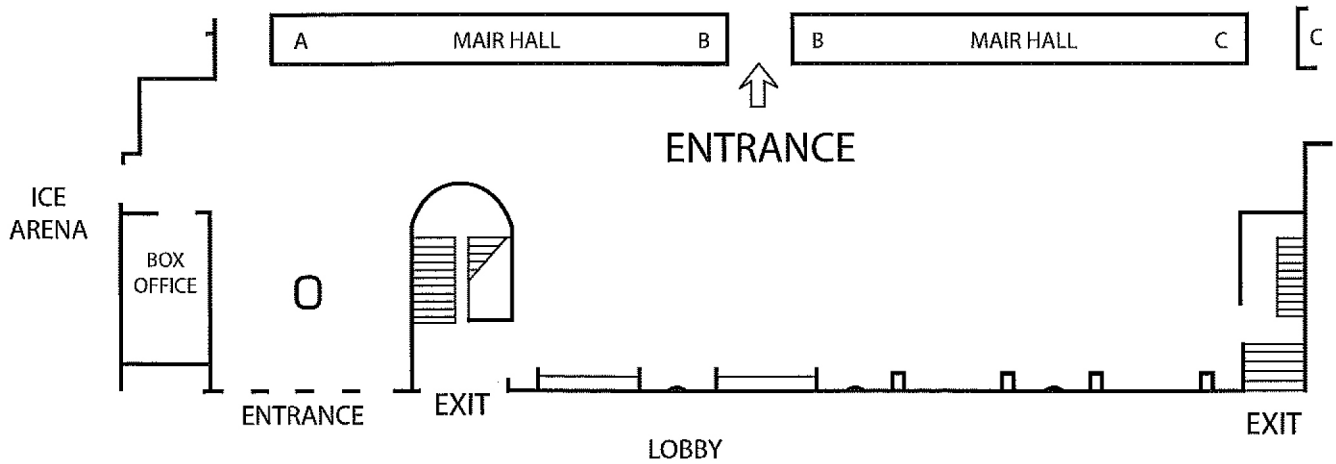
DRESSING ROOM



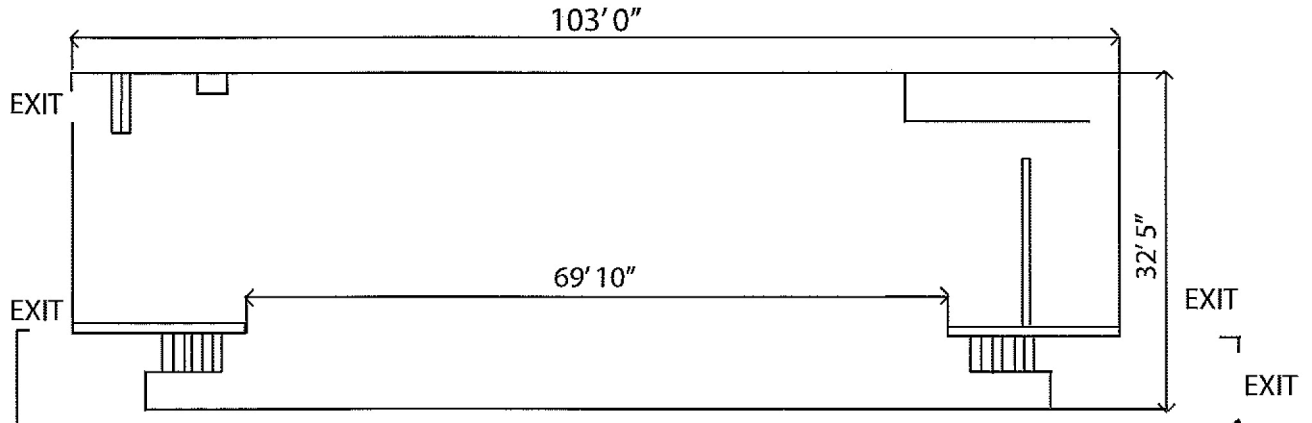
SEATING



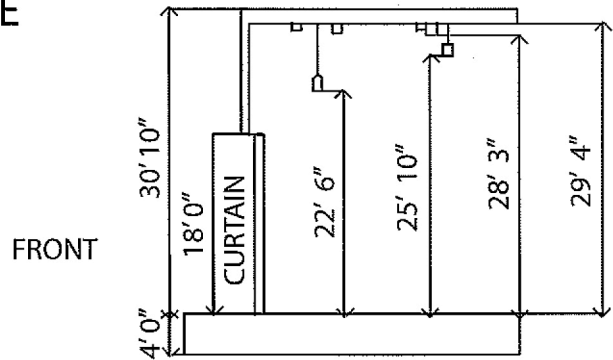
LOBBY



STAGE



STAGE

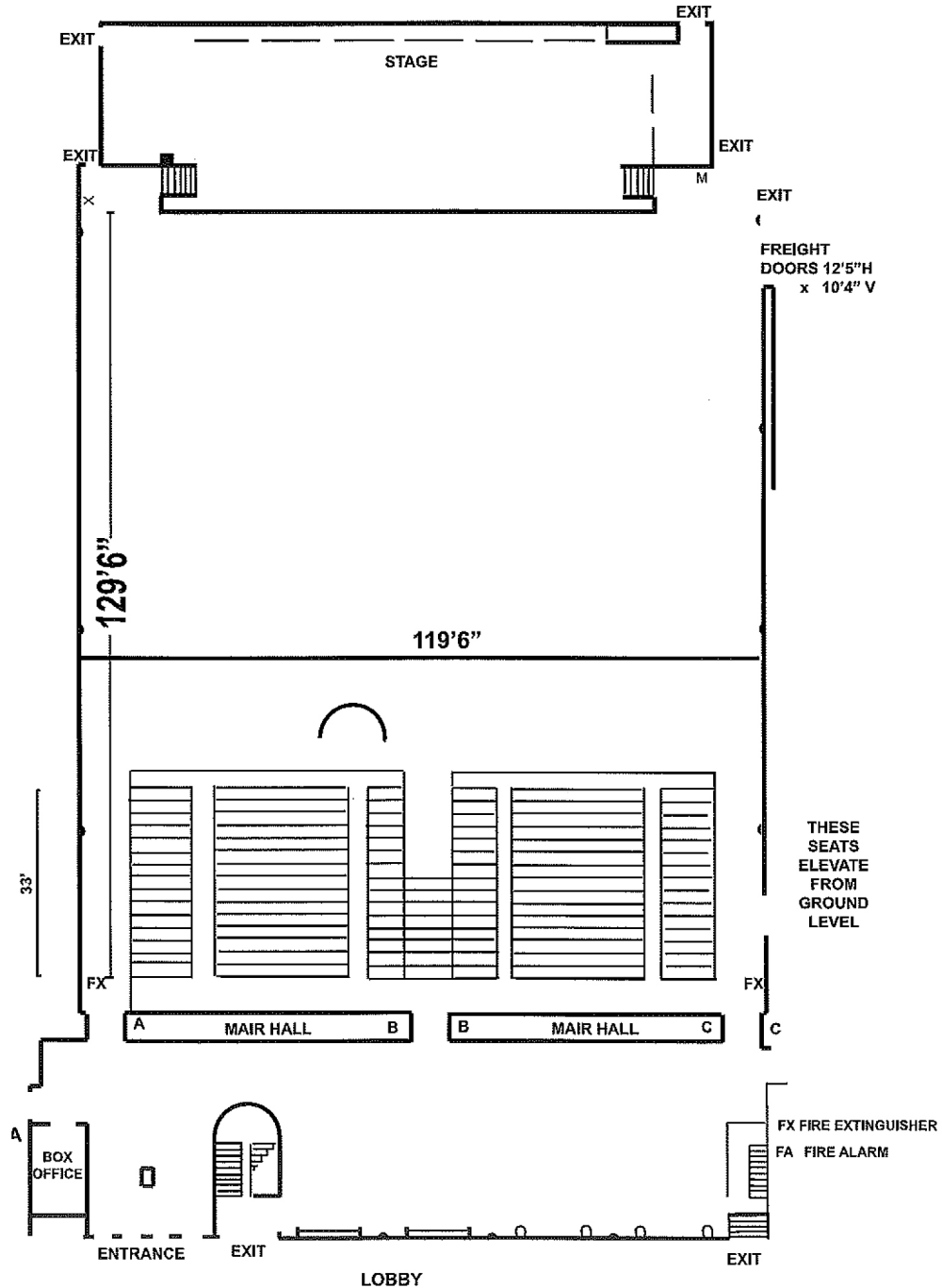


FRONT

SIDE VIEW

1600 sq.ft.

BOOTH AREA



CONCERT AREA

