

2017 PAE Independent Showcasing @ Hyatt Regency Atlanta

TERMS

- YOU ARE REQUIRED to read all of below and fill out this **ONLINE FORM by April 14** in order to begin the process for Independent Showcasing in the Hyatt Regency. You will be contacted by PAE staff for more details after April 14.
- Full payment and signed contract are due by the date specified in the contract. If either the contract or the full payment is more than five days late, all parts will be considered null and void and the space will be offered to parties on the waiting list.
- Room assignments are based on the individual requirements of each producer (e.g. small room vs large room, louder acts vs softer acts.) Preference is given to producers in good standing with South Arts and those contracting rooms for 3 nights, then 2 nights, then 1 night. If these requirements and filters are met, but there are still more producers with interest than rooms available, South Arts will assign rooms through a lottery.
- The holder of the contract for the independent showcase room must be registered for the Performing Arts Exchange, and each showcasing artist must be represented in a booth in the exhibit hall.
- Rooms are available for rent from PAE on Monday 9/25, Tuesday 9/26, and Wednesday 9/27, in the Hyatt Regency Atlanta.

SETUP

- INCLUDED IN PRICE: water service, two easels, theater style seating, minimal dance floors, minimal 16" riser staging, and one listing in our program book/website/mobile app per room night rented.
- NOT INCLUDED IN PRICE: South Arts will NOT provide signage, pianos or anything not listed in the bullet above.
- ROOM SET UPS: Only 16" risers in 6' x 8' segments, with carpet, are available. South Arts/PAE will provide staging; max size is dependent on room size. Dance floors are available in 3' x 3' segments.
- SETUPS: Stage size, room orientation and stage location are subject to final approval by South Arts and **must be finalized by August 18**. If a room is shared between two or more producers, South Arts will determine the final setup after taking all parties' needs into consideration.
- GREENROOMS/BUFFERS: There are rooms designated as green rooms/sound buffers in between showcasing rooms. No performances may take place in greenrooms. Greenrooms are not locked or monitored. Greenrooms are shared space – not exclusive use.

SERVICES

- PIANOS: Hyatt does not have a piano. Recommended piano rental through Cecil White, 770-441-1775.
- SERVICES: Hyatt Regency is exclusive provider of catering, electricity, and telecomm/wireless.
- AV: You may use OUTSIDE AV companies or onsite contact: PSAV, Travis Briggs – tbriggs@psav.com 404-460-6550
- CATERING: <http://regencyatlantaspringsummer.hyattmenu.com/index.asp> - catering contact will be provided in contracts
- ELECTRICITY: Hyatt Engineering electric@hyatt.com 404-460-6360

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THIS, THAT, AND THE OTHER THING

- LISTINGS: Showcases may be scheduled beginning at 8:30 p.m. on Monday 9/25, and 9:15 pm on Tuesday 9/26 & Wednesday 9/27.
- OPENING RECEPTION: onsite at the Hyatt Regency from 6:30 – 8:30 pm (unlikely that it will change, but none-the-less subject to change)
- JURIED SHOWCASES: 4:45-7:45 pm, Tuesday 9/26 & Wednesday 9/27, at Georgia State University's Rialto Center for the Arts. There will be a dinner break immediately following showcases from 7:45 – 9:15 pm. Showcases cannot be scheduled during dinner break.
- OUTSIDE VENUES: Showcasing space is very limited at the Hyatt Regency Atlanta. We encourage you to also explore options for showcasing in downtown Atlanta. [See our listing of potential offsite venues.](#)

ROOMS AVAILABLE

Room	Per night	Ceiling	Sq. Ft.	Dimen.		Availability
Chicago A, B & C	\$700	10'	1160	29'x40'	Decibel limit imposed. Greenroom in Hanover D. Option to close airwall between Chicago B and Chicago C, and use Chicago C as greenroom.	24 hour use
Hanover A&B	\$1000	11'	1642	30'x28'	AIRWALLS – decibel limit imposed but anticipate some sound bleed. Greenroom in Hanover D. Option to close airwall and use Hanover A as greenroom.	24 hour use
Hanover C	\$950	11'	1549	45'x34'	AIRWALLS – decibel limit imposed but anticipate some sound bleed. Greenroom in Hanover D. *Staging limited due to columns	24 hour use
Hanover E	\$900	11'	1425	50'x28'	AIRWALLS – decibel limit imposed but anticipate some sound bleed. Greenroom in Hanover D. *Staging limited due to columns	24 hour use
Hanover F&G	\$1250	11'	2230	68'x32'	AIRWALLS – decibel limit imposed but anticipate some sound bleed. Greenroom in Hanover D.	24 hour use

RESOURCES

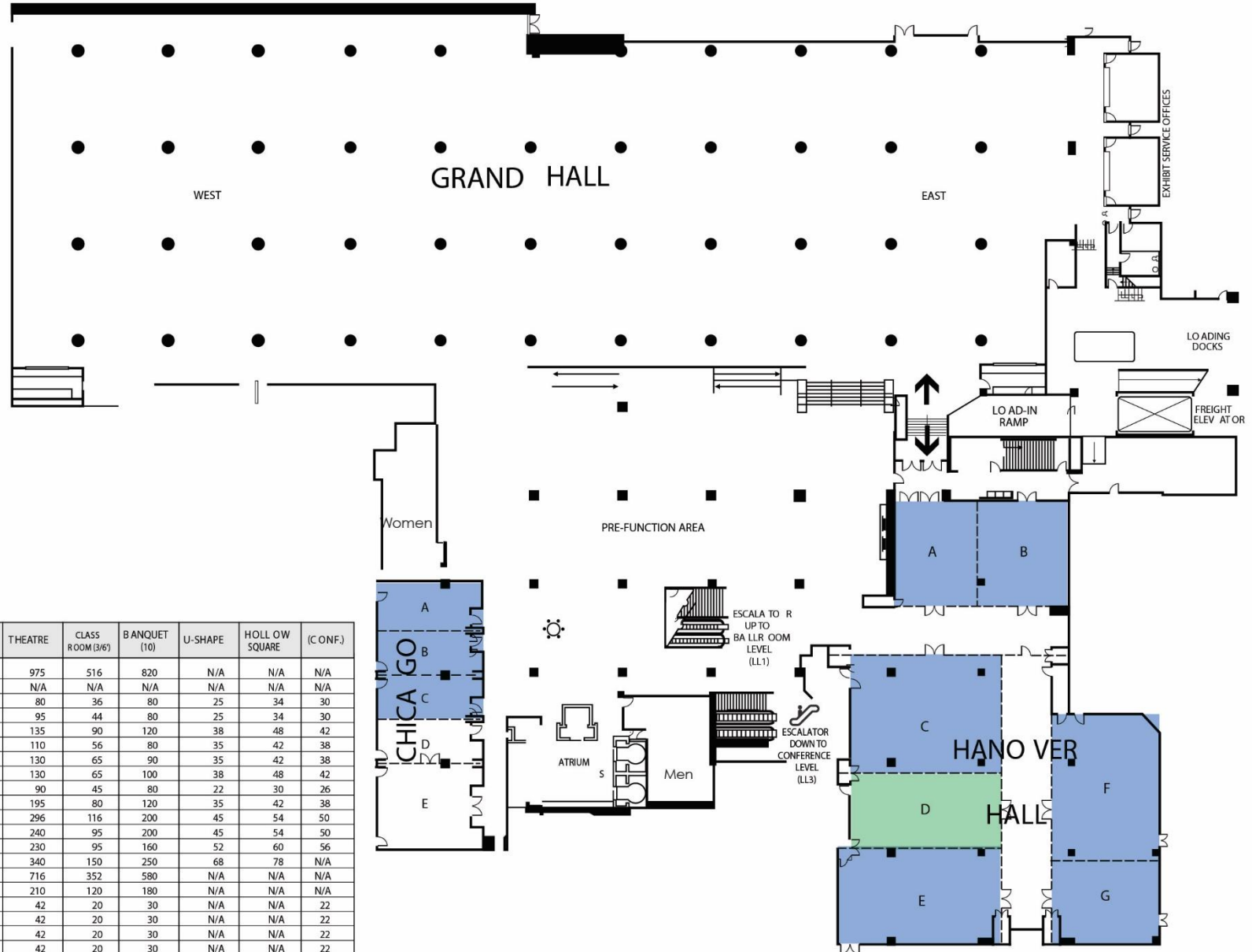
[HYATT GENERAL INFO](#)

[FLOOR PLANS](#)

[CAPACITY CHARTS](#)

[OFFSITE VENUES](#)

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NAME	DIMENSIONS	SQ UARE FEET	CEILING HEIGHT	THEATRE	CLASS ROOM (3/6)	BANQUET (10)	U-SHAPE	HOLLOW SQUARE	(CONF.)
HANOVER HALL	L-SHAPE	10,104	11'	975	516	820	N/A	N/A	N/A
HANOVER CORRIDOR	15' 6" WIDE	2,155	11'	N/A	N/A	N/A	N/A	N/A	N/A
HANOVER A	30' 6" x 25' 6"	778	11'	80	36	80	25	34	30
HANOVER B	30' 6" x 28' 4"	864	11'	95	44	80	25	34	30
HANOVER C	45' x 34' 5"	1,549	11'	135	90	120	38	48	42
HANOVER D	45' x 24' 6"	1,103	11'	110	56	80	35	42	38
HANOVER E	50' x 28' 6"	1,425	11'	130	65	90	35	42	38
HANOVER F	45' x 32' 6"	1,463	11'	130	65	100	38	48	42
HANOVER G	32' 6" x 23' 8"	769	11'	90	45	80	22	30	26
HANOVER A, B	53' 10" x 30' 6"	1,642	11'	195	80	120	35	42	38
HANOVER C, D	87' 5" x 24' 6"	2,652	11'	296	116	200	45	54	50
HANOVER D, E	87' 5" x 24' 6"	2,528	11'	240	95	200	45	54	50
HANOVER F, G	68' 8" x 32' 6"	2,232	11'	230	95	160	52	60	56
HANOVER C, D, E	87' 5" x 24' 6"	4,077	11'	340	150	250	68	78	N/A
HANOVER C, D, E, F, G	L-SHAPE	6,308	11'	716	352	580	N/A	N/A	N/A
CHICAGO	29' x 80'	2,322	10'	210	120	180	N/A	N/A	N/A
CHICAGO A	29' x 13' 4"	387	10'	42	20	30	N/A	N/A	22
CHICAGO B	29' x 13' 4"	387	10'	42	20	30	N/A	N/A	22
CHICAGO C	29' x 13' 4"	387	10'	42	20	30	N/A	N/A	22
CHICAGO D	29' x 13' 4"	387	10'	42	20	30	N/A	N/A	22
CHICAGO E	29' x 26' 8"	774	10'	N/A	N/A	N/A	N/A	N/A	10
CHICAGO A, B	29' x 26' 8"	773	10'	84	40	60	24	32	30
CHICAGO C, D	29' x 26' 8"	773	10'	84	40	60	24	32	30
SHOW OFFICE	19' x 7'	133	10'	N/A	N/A	N/A	N/A	N/A	N/A
GRAND HALL STORAGE 1	17' x 5'	85	10'	N/A	N/A	N/A	N/A	N/A	N/A
GRAND HALL STORAGE 2	9.5' x 5'	48	10'	N/A	N/A	N/A	N/A	N/A	N/A