



SETTING THE TONE

TECH RIDER

A structured, editable rider for artists, touring productions, venues and technical suppliers.

01 DOCUMENT CONTROL AND PRODUCTION SNAPSHOT

DOCUMENT CONTROL

Artist / project	<i>[Enter name]</i>	Rider version	<i>[v1.0]</i>
Prepared by	<i>[Name / role]</i>	Issue date	<i>[DD Month YYYY]</i>
Primary contact	<i>[Name]</i>	Email / phone	<i>[Details]</i>
Valid for	<i>[Tour / production period]</i>	Supersedes	<i>[Previous version or N/A]</i>

PRODUCTION SNAPSHOT

Event / show	<i>[Enter event]</i>	Venue / city	<i>[Enter venue and city]</i>
Event date	<i>[DD Month YYYY]</i>	Performance type	<i>[Live / broadcast / corporate / hybrid]</i>
Set format	<i>[e.g. 2 x 45 min]</i>	Show length	<i>[Total running time]</i>
Performers	<i>[Number]</i>	Touring party	<i>[Artists + crew]</i>
Audience / capacity	<i>[Expected / venue cap.]</i>	Curfew	<i>[Time]</i>

HOW TO USE THIS TEMPLATE

- Replace all helper text and delete sections that do not apply.
- Attach final stage plots, patch sheets, RF coordination, content specifications and venue drawings where relevant.
- Confirm all deviations in writing. The latest mutually approved rider and advance notes govern the production.



02 EVENT, SCHEDULE AND CONTACTS

EVENT AND VENUE DETAILS

Event name	<i>[Enter event]</i>	Promoter / client	<i>[Company / person]</i>
Venue	<i>[Full venue name]</i>	Full address	<i>[Street, postcode, city, country]</i>
Room / stage	<i>[Hall / stage name]</i>	Capacity	<i>[Standing / seated]</i>
Local production	<i>[Supplier / venue team]</i>	Weather plan	<i>[Indoor / outdoor / contingency]</i>

PRODUCTION SCHEDULE

TIME	ACTIVITY	OWNER	LOCATION	NOTES / DEPENDENCIES
<i>[Time]</i>	Site access	<i>[Name / team]</i>	<i>[Area]</i>	<i>[Enter notes]</i>
<i>[Time]</i>	Production load-in	<i>[Name / team]</i>	<i>[Area]</i>	<i>[Enter notes]</i>
<i>[Time]</i>	Stage build / patch	<i>[Name / team]</i>	<i>[Area]</i>	<i>[Enter notes]</i>
<i>[Time]</i>	Artist load-in	<i>[Name / team]</i>	<i>[Area]</i>	<i>[Enter notes]</i>
<i>[Time]</i>	Line check	<i>[Name / team]</i>	<i>[Area]</i>	<i>[Enter notes]</i>
<i>[Time]</i>	Soundcheck	<i>[Name / team]</i>	<i>[Area]</i>	<i>[Enter notes]</i>
<i>[Time]</i>	Doors	<i>[Name / team]</i>	<i>[Area]</i>	<i>[Enter notes]</i>
<i>[Time]</i>	Show	<i>[Name / team]</i>	<i>[Area]</i>	<i>[Enter notes]</i>
<i>[Time]</i>	Curfew / load-out	<i>[Name / team]</i>	<i>[Area]</i>	<i>[Enter notes]</i>

PRIMARY CONTACTS

Artist / tour manager: *[Name | mobile | email]*
Production manager: *[Name | mobile | email]*
FOH engineer: *[Name | mobile | email]*
Monitor engineer: *[Name | mobile | email]*
Lighting / video: *[Name | mobile | email]*

LOCAL CONTACTS

Promoter / client: *[Name | mobile | email]*
Venue production: *[Name | mobile | email]*
Audio supplier: *[Name | mobile | email]*
Stage manager: *[Name | mobile | email]*
Emergency / security: *[Contact and procedure]*

TOURING PARTY AND TRANSPORT

- Artist party: *[number and names / roles]*
- Crew party: *[number and roles]*
- Vehicles: *[cars / vans / truck / bus]*
- Parking requirements: *[dimensions / power / overnight]*
- Accommodation / transfers: *[responsibility and times]*

ACCESS, LOADING AND LABOUR

- Loading bay / door dimensions and route
- Lift, stairs, ramps and maximum weight
- Local hands required by time and department
- Forklift / pallet truck / carts / storage
- Security credentials and access restrictions



03 AUDIO, STAGE AND BACKLINE REQUIREMENTS

FOH AND PA

- System type, coverage target and SPL / regulatory limits
- FOH position, sightline and audience relationship
- Console model / minimum inputs / outputs / buses
- System processor access and measurement microphone
- Front fills, delays, subs and balcony coverage
- FOH power, lighting, talkback and communication

STAGE PATCH AND NETWORK

- Stage box locations and analogue / digital split
- Copper, AES, MADI, Dante or AVB requirements
- Primary and redundant network topology
- Clocking, sample rate and ownership of gain
- Patch plan, label convention and spare channels
- Approved switch models, VLANs and IP plan where relevant

MONITORING AND IEM

- Monitor console and stage position
- Number of wedge mixes / stereo IEM mixes
- Wedge models, side fills and drum fill
- IEM transmitter / receiver models and bands
- Ambient / audience microphones
- Talkback, cue, shout and emergency communication

RF AND WIRELESS

- Wireless microphone / instrument channel count
- IEM channel count and preferred frequency ranges
- Local RF coordinator and scan responsibility
- Licensing / legal frequency restrictions
- Antenna distribution and placement
- Backup wired microphones / spare packs / batteries

PLAYBACK, TIMECODE AND COMMS

- Playback devices, interface and redundant playback
- Audio format, sample rate, bit depth and stems
- Timecode type, frame rate and destinations
- MIDI / OSC / GPIO / cue requirements
- Intercom / party-line / wireless comms channels
- Recording, broadcast split and virtual soundcheck

BACKLINE AND INSTRUMENTS

- Drums / cymbals / hardware / throne / rug
- Guitar and bass amplifiers / cabinets / load boxes
- Keyboards / stands / benches / pedals
- DJ equipment / turntables / mixers / isolators
- Percussion / acoustic instruments / risers
- Tuning, maintenance and substitution policy

SYSTEM ACCEPTANCE AND SOUNDCHECK NOTES

- Specify minimum system performance, measurement / tuning window and who signs off.
- List any non-substitutable equipment and acceptable alternatives.
- Record known venue constraints, noise limits or broadcast requirements.

VENUE RESPONSE AND SUBSTITUTIONS

- Proposed substitutions: [item, model and reason]
- Known system limitations: [describe impact]
- Local responsible person: [name and contact]
- Response deadline: [date / time]

TECHNICAL ADVANCE CHECKLIST

- [] Final input / output list received
- [] Console showfiles and versions confirmed
- [] RF channel list and local scan confirmed
- [] Playback, timecode and recording routes tested



04 INPUT LIST AND OUTPUTS

INPUT LIST | *Duplicate or extend rows as required*

CH	SOURCE	MIC / DI	STAND	48V	STAGE / PATCH	MON / IEM	NOTES
1	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
2	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
3	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
4	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
5	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
6	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
7	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
8	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
9	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
10	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
11	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
12	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
13	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
14	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
15	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
16	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
17	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
18	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
19	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
20	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
21	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
22	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
23	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]
24	[Source]	[Mic / DI]	[Type]	[]	[ID]	[Mix]	[Notes]

OUTPUTS / RETURNS / RECORDING

OUT	SOURCE / BUS	FORMAT	DESTINATION	LEVEL / CLOCK	NOTES
1	[Bus / source]	[Analogue / AES / Dante]	[Destination]	[Level / SR]	[Notes]
2	[Bus / source]	[Analogue / AES / Dante]	[Destination]	[Level / SR]	[Notes]
3	[Bus / source]	[Analogue / AES / Dante]	[Destination]	[Level / SR]	[Notes]
4	[Bus / source]	[Analogue / AES / Dante]	[Destination]	[Level / SR]	[Notes]
5	[Bus / source]	[Analogue / AES / Dante]	[Destination]	[Level / SR]	[Notes]
6	[Bus / source]	[Analogue / AES / Dante]	[Destination]	[Level / SR]	[Notes]
7	[Bus / source]	[Analogue / AES / Dante]	[Destination]	[Level / SR]	[Notes]
8	[Bus / source]	[Analogue / AES / Dante]	[Destination]	[Level / SR]	[Notes]



05 STAGE PLOT AND MONITOR PLAN

STAGE DIMENSIONS AND ORIENTATION

Stage width	[m / ft]	Stage depth	[m / ft]
Stage height	[m / ft]	Clear height	[m / ft]
Stage left access	[Details]	Stage right access	[Details]
Risers / decks	[Sizes / heights]	Audience direction	[Confirm below]

UPSTAGE

DOWNSTAGE / AUDIENCE

VOC	DI	AMP	DRUMS	KEYS	WEDGE	IEM	POWER	RISER
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MONITOR / IEM MIX PLAN

MIX	PERFORMER / POSITION	TYPE	PRIORITY SOURCES	TALKBACK / NOTES
1	[Name / position]	[Wedge / IEM]	[Key sources]	[Notes]
2	[Name / position]	[Wedge / IEM]	[Key sources]	[Notes]
3	[Name / position]	[Wedge / IEM]	[Key sources]	[Notes]
4	[Name / position]	[Wedge / IEM]	[Key sources]	[Notes]
5	[Name / position]	[Wedge / IEM]	[Key sources]	[Notes]
6	[Name / position]	[Wedge / IEM]	[Key sources]	[Notes]

PATCH, NETWORK AND STAGE NOTES

- Mark stage boxes, network switches, power drops, risers, cable paths and restricted zones on the grid.
- State who supplies each item and identify all critical redundancies.



06 LIGHTING, VIDEO, POWER, HOSPITALITY AND APPROVAL

LIGHTING

- Fixture inventory / minimum package
- Console, showfile format and software version
- Positions, trims, rigging and weight limits
- Followspots / operators / haze policy
- House looks, specials and blackout requirements
- Worklight, rehearsal light and emergency constraints

VIDEO AND CONTENT

- LED / projection dimensions, resolution and brightness
- Input formats, frame rates and colour space
- Playback / switching / backup / confidence monitors
- Content delivery deadline and file naming
- Cameras, IMAG, recording and release permissions
- Genlock, timecode, audio embedding and latency limits

POWER AND ELECTRICAL

- Mains voltage, frequency and connector standards
- Audio / lighting / video separation
- Distribution, RCD/GFCI and earth requirements
- Clean power for instruments and digital systems
- Generator capacity, grounding and refuelling plan
- Certified electrician and test documentation

INTERNET, NETWORK AND COMMUNICATIONS

- Wired internet speed, public IP and firewall restrictions
- Dedicated SSID / VLAN / credentials / captive portal
- Remote production, streaming or cloud contribution
- Intercom, radios and channel assignment
- Mobile coverage and emergency contact method
- Data privacy and recording / access restrictions

HOSPITALITY AND DRESSING ROOMS

- Dressing room count, location, access and keys
- Catering, dietary requirements and service times
- Water, towels, mirrors, wardrobe and showers
- Production office, Wi-Fi, printers and charging
- Security, guest list and after-show arrangements

SAFETY, ACCESSIBILITY AND COMPLIANCE

- Risk assessments, method statements and insurance
- Rigging certificates and competent persons
- Noise, fire, pyrotechnic, laser and haze permissions
- Accessible stage / dressing / audience requirements
- Medical, evacuation and severe-weather procedures

REQUIRED ATTACHMENTS

- ☐ Final stage plot
- ☐ Input / output list
- ☐ Venue technical specification
- ☐ RF coordination / licences
- ☐ Lighting plot / patch
- ☐ Video content specification
- ☐ Risk assessment / insurance
- ☐ Hospitality / rooming list

APPROVAL AND DEVIATIONS

Artist / production representative

Name: _____ Date: _____

Signature / written approval: _____

Promoter / client representative

Name: _____ Date: _____

Signature / written approval: _____

Venue / technical supplier

Name: _____ Date: _____

Signature / written approval: _____

REVISION NOTES

REV	DATE	CHANGE SUMMARY	AUTHOR / APPROVER
[]	[Date]	[Describe revision]	[Name]
[]	[Date]	[Describe revision]	[Name]
[]	[Date]	[Describe revision]	[Name]