



GSCA Conference – Technical Specifications

GSCA International Conference and Tradeshow

This annual event held in September allows industry related individuals and members the opportunity to preview New Films, Films In Production, and Films in Development. The conference also provides delegates the opportunity to network at events like the Opening Reception, attend professional development sessions, troubleshoot and build relationships with vendors during the industry's only Trade Show, and attend the GSCA Achievement Awards. The Conference spans three days.

Criteria and Bid Process

To be considered a conference host, your theater must:

- Be a current GSCA member in good standing;
- Use a 15 perf/70mm projection system capable of playing feature length films in 3D with convenient access to a projection booth with sufficient storage space to hold the conference films and other film related materials;
- Provide for an adequate production and technical setting for: film and show makeup: Splicers, makeup table, lighting, experienced staff able to handle emergency recovery ability;
- Provide for suitable film platter handling equipment (fork lift) to allow movement of films in accordance with health and safety at work regulations;
- Have 3D capabilities or if your theater does not have 3D capabilities, your city may be considered if a 3D, 15-perf/70mm theater exists within 15 miles of your location. As a co-host, this theater must also meet the criteria;
- Have a screen and sound system in excellent condition;
- If your theater is a dome theater, your city may be considered if a flat screen theater with the requirements are available;
- Have enough seats to accommodate the anticipated number of delegates or at least half so that no more than two seatings for delegates are necessary; and
- Be located in an area that houses a complex that will accommodate the GSCA Trade Show with full service providers; allow for fair hotel accommodations; and provide for an ideal "conference hotel".

Projection System

	Projection system, i.e. 2D or 3D, Dome, Classic, SR, MPX or other
	Type of reel unit(s)

Screen

	Condition of the screen: age of the screen and the last time it was cleaned. Please indicate any issue with the screen that may be of concern to this committee.
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Staff

	Number of 15/70 trained projection staff at theater(s) and available for conference and if there is a dedicated Chief Projectionist for the 15/70 theater as well as the years of experience of the crew Attention to multiple lighting, sound cues, switching of video sources and frequent starting and stopping of 1570 projected film will all be expected.
	The commitment to have the above referenced staff scheduled to work the Conference and sufficient hours prior to Conference to become proficient with the presentation style of Conference materials such as frequent stopping and starting of film clips.
	The availability of technical staff to assist with the installation and operation of this equipment for conference sessions and rehearsals.

Sound

	Sound playback format(s).
	Booth capability of monitoring sound in theater.
	Condition of the sound system: age of the system; the last time it was serviced, and the last time it was calibrated ("tuned").
	Confirmation of sound system capabilities outside of film sound playback. Make and model of available microphones, ability to accept sound from a computer sound card (PC or laptop) from the front of your theater, number of audio trunk lines from the front of the theater either to the booth or to a mixing location at the back of the theater. Is an outboard mixer with the capability to accept a minimum of three microphone inputs and a minimum of two stereo line inputs with equalization on each input strip available? Is there a suitable location at the back of the theater to set-up and operate this mixing console? Is this something your theater has done before and is someone on you technical staff capable of performing this task? Does your system have the capability to "duck" film sound to a lower level and allow a mic input to operate at the same time thus allowing a presenter to speak over the film sound during their presentation.
	The date when your theater's sound system was last tuned and who performed the tuning (i.e. IMAX, independent sound contractor).

Booth

	Amount of storage space available for conference films and platters.
	Average temperature and humidity in September and April both within the booth and outdoors.
	Number of extra platters available at theater(s) specifying type (i.e. QTR, MK II).
	List other technical equipment available in your theater(s) to include make and model, if available, i.e. digital video projectors, DVD players, source switching system, theater wide communication system, booth computer to be used as a source for on screen PowerPoint presentations and similar information, to be loaded with the latest version of PowerPoint available at Conference time.

Theater

	Number of theater seats suitable for 3D viewing.
	3D glasses approved for use by the GSCA Conference Committee.
	Proposed hourly theater rental price based on an average of 30 hours of use (GSCA requests a minimum of 10 hours donated theater time).
	Confirmation of adequate lobby space for morning coffee breaks for approximately 350 delegates.
	Confirmation of stage lighting capabilities: Does the theater routinely use a podium at the front of the theater and is this area well lit with theatrical lighting fixtures that can be focused and gelled? If there is only one spot lighting the area can additional fixtures be added to light a larger space at the front for presentations or sessions involving multiple presenters (i.e. panel discussion or interview scenario)? Is this lighting dimmable independently of the houselights and where are the controls? If the lamp(s) in this lighting fixture burn out, is the fixture easily accessible for a quick lamp change?

Service

	Service summary reports for the past year should be submitted to the committee.
	Schedule of regular booth equipment maintenance and upgrades planned and person responsible for these in the future.

As a conference host, your theater(s) would agree to the following:

- Make the host theater(s) exclusively available to GSCA based on the Conference Film Schedule and rehearsal time or provide an alternate plan for staff and equipment allocation that will not compromise conference presentation and staff resources.
- Refrain from renting or making the host theater(s) available for private screenings from 24 hours before the official start of the conference.
- Recognize that GSCA financially manages all aspects of the conference and therefore all contracts and all financial decisions will be made by or approved in writing by GSCA.
- Provide secure, reliable, storage space in the host theater(s) for the required number of 15 mm/70perf films.
- Schedule regular systems maintenance checks on an ongoing basis. Specifically, one being three months prior to and another being one week prior to the Conference. New lamp(s) installed just prior to Conference in addition to new spare lamp(s) on reserve at theater(s)'s expense.
- Allow the GSCA Conference Committee to send technical staff to assist in the showing of New Films, Films in Productions, and Films in Development based on the Conference schedule and provide access to the theater(s) by technical staff.
- Provide staff for technical assessments by the GSCA Conference Committee within six months prior to conference. This visit will include running test loops, sound system checks, onsite spare parts inventory, film reviewing storage facilities and sound system recalibration.

- Accept and inventory all incoming films and other film related materials to be shown at the theater(s) for the conference and prepare films and other materials for outgoing shipments after screenings in a timely manner. Film must be ready for the freight forwarder to pick up no later than two days after the final conference event in the theater.
- Waive rental space fees for special events, such as a reception, luncheon and/or dinner.
- The GSCA and the theater agrees that they currently meet the GSCA's attached list of technical requirements at the time of the signing of the contract and that they will maintain those, at a minimum, for Conference and that at least the same quality of presentation will be provided for the rehearsals and conference events. Maintenance, repairs or upgrades necessary to uphold this standard are the responsibility of the theater alone and will be at the theater's sole expense.
- From the time of the signing of the contract until Conference any factors that may influence the theater's ability to provide an excellent technical presentation must be brought to the GSCA's attention immediately for risk assessment by the GSCA and determination if Conference will proceed as planned or if remedial measures will be taken. The theater agrees that the inability to host the conference at the agreed upon level of excellent presentation may result in Conference being relocated and that the costs of such relocation will be in excess of theater costs alone and will be borne by the theater.

A Host of Benefits

When you team with GSCA as a Host, your theater is widely visible to GSCA members, the giant screen industry, press, and your community through a promotions and marketing campaign. The stage is yours to share the innovative techniques and presentations of your theater. And your generous offer to bid directly supports the overall mission of GSCA to serve its members worldwide. Finally, your theater will be recognized as the Host Theater in all printed materials and press releases pertaining to the event.

If you are interested in hosting the 2009 conference or a future conference, please contact Tammy Seldon via at tammyseldon@giantsscreencinema.com or at 703-771-8223.