



Technical Specifications – Legacy Hall

Cox Business Convention Center's Legacy Hall is located on the second level of the east side of the facility. This space features an open seating area which can be set in theatre style for a performance, filled with round tables for a banquet, set with classroom tables for a lecture, or even loaded with exhibitor booths for a trade show. A number of meeting rooms are available nearby, some of which can be rented as an extension of space or as a balcony to overlook the Legacy Hall.

Room Capacities

Room capacities listed herein are estimates based upon the space being set with no other equipment. Capacities will vary depending upon actual event set-up needs and fire code requirements. Please check with the Event Manager for questions regarding fire code requirements.

With Extension		Without Extension	
Theatre seating	950	Theatre seating	850
Banquet seating	400	Banquet seating	350
Classroom seating	250	Classroom seating	200
10' x 10' booths	40	10' x 10' booths	35

Dimensions

The Legacy Hall is approximately 140' long and 80' wide with a 21' tall ceiling. The extension adds an additional space of approximately 40' long and 80' wide with a 10' ceiling. The stage is 78' wide at the upstage wall and runs 40' deep from the upstage wall to the proscenium. The proscenium opening is 45' wide and 18' tall with the grand drape at normal trim. The Legacy Hall is approximately 10,010 square feet with the extension and 7,700 without.

Loading & Unloading

Trucks, trailers, and vehicles can unload at the West Loading Dock located at the corner of 7th Street and Houston Street, depending on availability. Please check with the Event Manager for West Loading Dock availability. If the West Loading Dock is unavailable, the Event Manager will work with the event to determine the most accessible entrance for loading and unloading.

Inside of the facility, freight elevators are located at street level providing access to the Legacy Hall house, stage, and balcony. There is also a ramp stage left which allows equipment to pass between the house and stage. No trucks, lifts, or other devices besides dollies and push carts are allowed on the carpeted floors unless protected by plastic or plywood. No loading or unloading is allowed through glass entrance doors at any time.

Electrical Power

Standard 20 amp Edison outlets are available throughout the house for power needs, which must be arranged by the Event Manager. There are also several 30 amp Edison outlets available in balcony level east meeting rooms which can be used for spotlights if needed. The Legacy Hall stage offers an array of power to meet event needs.

The following tie-in power is available to use in the Legacy Hall:

Location	Power Type	#	Arrange With
Legacy Hall Stage	125amp 3-Phase 120/208 Cam-Lok (via transformer)	1	Event Manager
Legacy Hall Stage	60amp 3-Phase Pin & Sleeve	1	Event Manager
Legacy Hall Stage	20amp Edison	2	Event Manger
Legacy Hall House	20amp Edison	8	Event Manager
East Meeting Room	30amp Edison	2	Event Manager

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Lighting

The lighting system in Legacy Hall consists of 6 fixed lighting positions: 1 front of house, 1 apron stage, and 4 counterweight electrics. Each position features 40 stage pin circuits in each of the fixed lighting positions by means of installed raceways. The system is controlled via 288 2.4Kw ETC Sensor dimmers located on stage right. House light control is either via DMX or stage managers console located stage right. House plot consists on many ETC Source Four 750w Spot Lights and Blizzard LB Quad RGBW PARs. The system additionally features 2 universes of DMX with control locations stage right and various outputs on fixed electrics. PDF and Vectorworks drawings of the lighting system can be provided.

Audio Systems

The house audio system in the Legacy Hall covers the space and offers additional zone coverage of the east meeting room extension and balcony spaces. The system is true Stereo tri-amped JBL Venue series 3615 with 6,500 watts of power for coverage of up to 1,400 attendees. House audio also features QSC PowerLight PL Series amps and JBL Control 28 delays. The sound control room contains a Mackie SR24.4 mixer, dbx processors, Sony playback gear, and a Clear-Com communications base. Audio tie locations are distributed throughout the house so that mix positions can be flexible throughout the space. The stage, control room, balcony, and dressing rooms all have Clear-Com jacks and stations installed for communications. A full inventory list of rentable audio equipment is available upon request by the Technical Services Manager.

Rigging

All events planning to rig in the Legacy Hall must provide a copy of their rigging plot to the Technical Producer no later than ten business days prior to the first contracted day of the event. The Technical Producer will be able to assist with planning and accommodating for event needs before issuing final approval of rigging plot. All rigging taking place at Cox Business Convention Center must be done in conjunction with either ASM Tulsa Technical Services staff or IATSE Local 354 riggers.

Technical Labor

All events utilizing the stage in the Legacy Hall are required to have a Room Tech for all hours of usage. All rigging and stagehand labor for Cox Business Convention Center is contracted through either the International Alliance of Theatrical Stage Employees (IATSE) Local 354 or ASM Tulsa Technical Services. All third party labor brought into the facility by outside contractors for these purposes MUST be employed by the contracted company and identified per the Contractor Identification policy, or arranged through IATSE Local 354. Absolutely NO other labor companies may be used at any time, including temporary staffing services. Additional fees may apply to events not in compliance with this policy. For scheduling of stagehands, consult your Event Manager no later than ten business days prior to load in. Rates and hours may vary depending on the needs of the event. All labor is subject to a four hour minimum per call and additional fees for overnight hours (between midnight and 8:00am).

Accommodations

A 60' x 20' dressing room is available to each side of the Legacy Hall stage, accessible by stairs located backstage. Both dressing rooms are equipped with shower and toilet facilities. Quick change rooms can be accommodated in the large areas backstage left and right if needed. Third floor east meeting rooms can also be rented as additional dressing room spaces if needed, although they do not have shower or toilet facilities in the rooms. The Event Manager can assist with the availability of laundry arrangements if needed.

For further questions about the technical offerings of the Legacy Hall, please contact the Technical Services Manager at (918) 894-4334.