



## **LCSD PERFORMING ARTS VENUES**

### **PRACTISE – FIXINGS INTO STAGE SURFACES**

**Issue. 3**

#### **GENERAL INFORMATION**

These notes are provided as a guide to LCSD performing arts venue policy in respect of fixings that must be made into venue stages as part of a public performance.

It is recognized that for certain elements of scenery to be safely constructed during a public performance it may be necessary to use fixings more secure than theatrical braces and weights.

Stages of all performing venues used for theatrical performance (not those intended primarily for music presentations - see Exclusions below) are gradually being provided with hardboard top surfaces. Hardboard is a self-healing material and nail and screw holes of reasonable size will disappear (close over) in a short period of time.

Once hardboard is fitted it is permissible for nails and screws to be used for securely fixing scenery, lighting booms and related theatrical effects hardware to the stage surface. However, please remember that with the exception of HKCC Grand Theatre, Kwai Tsing Theatre and Ko Shan Theatre, the timber under the hardboard surface is still a hardwood and therefore difficult to fix into!

#### **CONDITIONS**

To enable the hardboard stage surface to be maintained in a reasonable state the following conditions must apply:

- 1 Staples, headless nails or nails driven by pneumatic hammer are not permitted.
- 2 Nails larger than 10d are not permitted.
- 3 Screws larger than a No. 8 wood screw are not permitted.
- 4 All nails and screws are to be removed by the hirer after the production.
- 5 Fixings of larger diameter than the above will generally require plugging on removal. Requests for such fixings should be made to the management before move-in and agreement reached on the work needed to reinstate the stage floor after production. Reinstatement is the responsibility of the hirer.
- 6 Where a stage screw could be used, but cannot because, being larger than a No. 8 wood screw, it would leave a large hole in the stage floor, a boss plate should be considered. This can be surface mounted with four No. 8 wood screws.

- 7 If the venue carpet, dance vinyl flooring and/or sprung dance flooring is laid then no fixing of any kind may be made into it or through it into the stage floor.
- 8 Indiscriminate use of nails or screws will not be tolerated - please be considerate.

Please see accompanying drawings for full size reference of nails and screws.

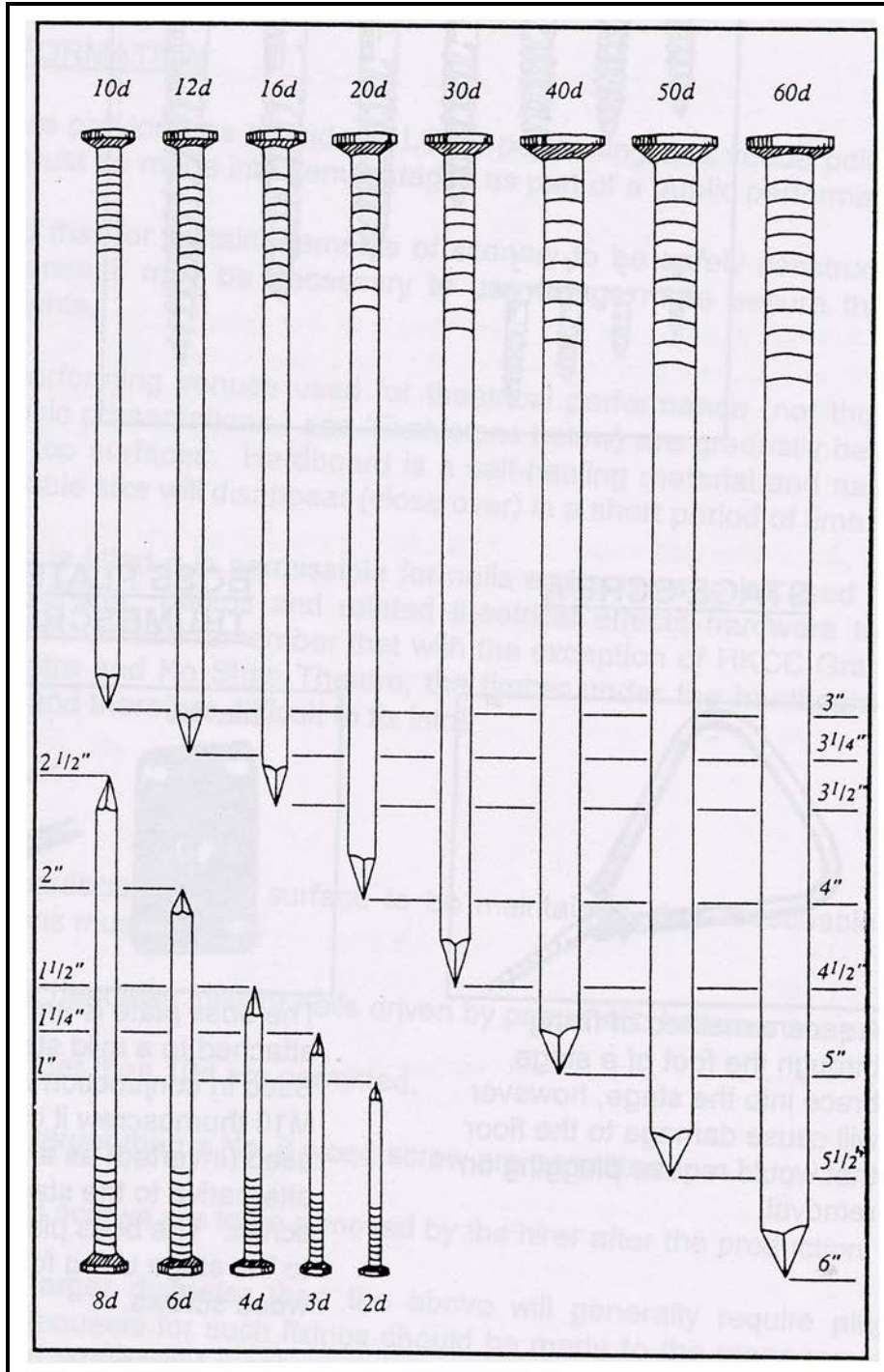
In place of staples, tacks should be used to secure floor cloths, etc.

### Exclusions

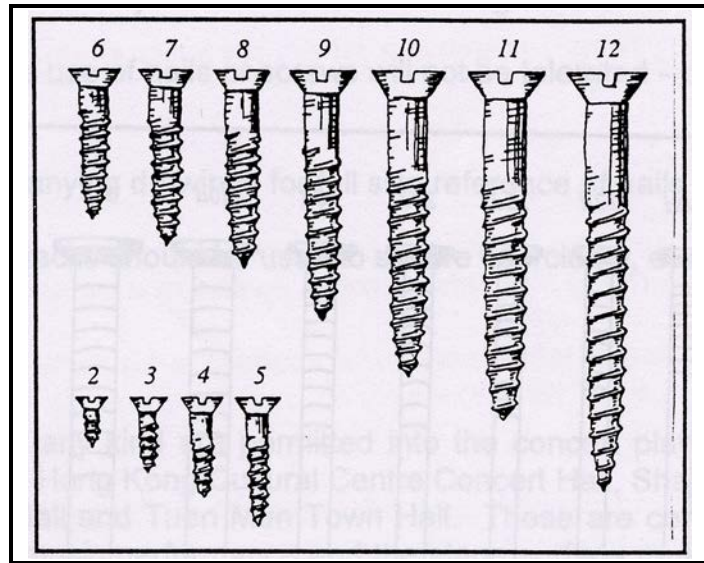
- 1 Fixings of any kind are not permitted into the concert platforms of the *City Hall Concert Hall, Hong Kong Cultural Centre Concert Hall, Sha Tin Town Hall, Tsuen Wan Town Hall and Tuen Mun Town Hall*. These are concert venues intended primarily for music performance and the stage surface must be maintained in as good a condition as possible.
- 2 If fixings are essential to production then temporary flooring, of a thickness agreed in advance with the management, should be laid over the concert platform to ensure its complete protection.

First Issue: December 1998  
LCSD Issue: January 2000  
Revised Issue: July 2004

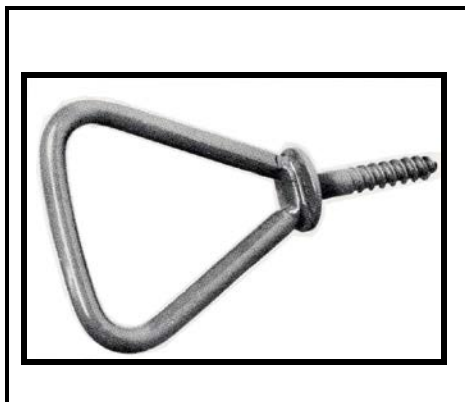
## ACTUAL COMMON NAIL SIZES



## ACTUAL WOOD SCREW SIZES

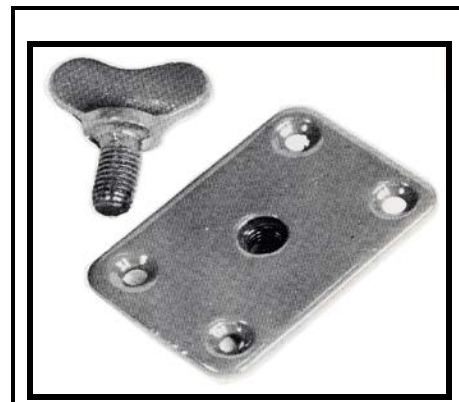


### STAGE SCREW



A secure method of fixing through the foot of a stage brace into the stage, however will cause damage to the floor that would require plugging on removal.

### BOSS PLATE & THUMBSCREW



The boss plate is an M10 nut attached to a mild steel plate. Used in conjunction with an M10 thumbscrew it can be used (inverted) as an alternative to the stage screw. The boss plate fixes to the stage using four No. 8 wood screws.