

951 West Lake Mead Blvd, Las Vegas, NV 89106

**For more information or to inquire about rental opportunities, please contact:**

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Performing Arts Center Coordinator

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## **About Us**

The Library District nurtures the social, economic, and educational well-being of people and communities. The Library District is committed to building communities of people who can come together to pursue their individual and group aspirations.

The Library District has 25 branches, serving 1.7 million people over 8,000 square miles.

We welcome over 810,000 people to 36,000 library-sponsored and community events each year.

## **Programming and Venues Department (PVS)**

The PVS Department coordinates the use of our venues via partnerships and rentals. We partner with other government entities and non-profit institutions to present free and open public programs, without solicitation or commercial intent, that align with the Library District's strategic framework. All PVS facilities are available to rent on a first-come, first-served basis.

Our six performing arts centers, all with dedicated sound, lighting and projection equipment, are unique spaces offering varying performance options and seating capacities: Clark County (399 seats), Summerlin (284 seats), West Charleston (276 seats), West Las Vegas (295 seats), Whitney (198 seats) and Windmill (294 seats). The rental rate is \$40 per hour, with additional fees for technicians, security, and insurance (through a separate vendor). Reservations are accepted no more than 13 months and no less than six weeks in advance.

Our 18 meeting rooms at 15 library branches can accommodate up to 300 people. All of the meeting rooms have tables and chairs, and many feature audio-visual equipment. The rental rate is \$30 per hour, and reservations can be made up to six months in advance on our website ([www.thelibrarydistrict.org](http://www.thelibrarydistrict.org)), or in person at any library branch.

## **West Las Vegas Library Theatre**

The West Las Vegas Library Theatre is a proscenium theater with 295 seats. It features a fly loft, its own lobby, and several dressing rooms. The facility is well suited for large theatrical and dance productions.

The West Las Vegas Library is located at 951 West Lake Mead Blvd., Las Vegas, Nevada 89106 in the heart of the Historic West Las Vegas community. The Library is just minutes from interstate 15.

# West Las Vegas Library Performing Arts Center Venue Quick Reference

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## SEATING CAPACITY

295

## ADA COMPLIANCE

6 wheelchair accessible spaces  
Assistive listening system

## STAGE DIMENSIONS

Proscenium Opening – 36'-0"W x 18'-0"H  
Width (wing wall-to-wing wall) – 64'-9"  
Apron down stage center to proscenium line –  
8'-4"  
Depth up stage wall to proscenium – 30'-0"  
Width stage right Wing – 15'-0"  
Width stage left Wing – 13'-7"

## STAGE FLOOR

No traps  
No penetrations allowed  
Six 5' Panels of Black Dance Floor Available

## DRESSING ROOMS & GREEN ROOM

2 star dressing rooms  
2 chorus dressing rooms  
1 green room

## WARDROBE

1 washer/dryer facility on site  
2 salon sinks

## PIANO

1 Kawai grand piano  
1 Yamaha upright piano

## MISCELLANEOUS EQUIPMENT

20 music stands

## CONTROL BOOTH

Fully enclosed booth located at back of house  
Booth is sound proof when closed

## LOADING DOCK & SHOP INFO

Loading door – 12'-0"W x 11'-9"H  
Dock height above ground – 2'-10"  
Limited shop space

## RIGGING SYSTEM

Single purchase counterweight fly system  
23 linesets (5 empty battens)  
3 Dedicated electrics  
Fly loft gallery height from deck – 36'-9"

## SOFT GOODS & BACK DROP INFO

Pipe width end-to-end – 48'-2"  
Visible width leg-to-leg – 46'-0"  
Visible height floor to upstage border – 16'-10"  
Suggested backdrop size – 45'-0"W x 18'-0"H  
3 sets of black velour Legs & Borders  
2 black velour travelers (center-draw)  
1 red grand drape (center-draw) and valence set  
1 cyclorama available upstage  
1 scrim

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## Venue Use Fees

Rates are valid March 1, 2025 - June 30, 2025

FREE TO BE

Venue Use Fees apply to rental use of Library District facilities. For more information about available venues, please visit: <https://thelibrarydistrict.org/rental-facilities/>.

Library District rates for venues and labor apply for up to 8 hours. Time exceeding 8 hours of continuous use is charged at the overtime rate. A Technician Specialist is required for Performing Arts Center use and Security is required for after-hours use.

### Venues

Conference Room; 1-hour minimum	\$30 per hour
Performing Arts Center; 2-hour minimum	
Single day use; charged hourly	\$40 per hour
Overtime rate	\$60 per hour
Multi-day use; charged daily for up to 8 hours of use	
Daily rate – first 17 days	\$300 per day
Daily rate – additional days	\$450 per day
Additional use over 8 hours per day	\$60 per hour

### Labor

Technician Specialist; 2-hour minimum	\$59* per hour
Overtime rate	\$88* per hour
Security; 4-hour minimum	\$30* per hour
Overtime rate	\$45* per hour

### Services

ADA Hearing Interpreter; 2-hour minimum	\$100* per hour
Piano Tuning	\$150* per service

### Policy Non-Compliance

Late Payment & Insurance Submission (Days 1-6)	\$100 per day
Late Insurance Submission (Day 7)	Cancellation
Exceeding Occupancy	At cost per violation
Cleaning, Restoration, and Labor	Actual cost
Disposal of Customer Property and Labor	Actual cost
Early Arrival/Late Departure	
Conference Room	\$30 per 15 minutes
Performing Arts Center	\$40 per 15 minutes
Labor	Hourly rate per 15 minutes
ADA Failure to Notify	At cost per violation
Resolution of Naming Misuse (48-120 hours)	\$500 per day
Resolution of Naming Misuse (120 hours)	Cancellation
Understaffing Chaperones & Ushers	\$25 per hour, per person

*\*Subject to change annually based on expected incurred costs rounded up to the nearest dollar.*

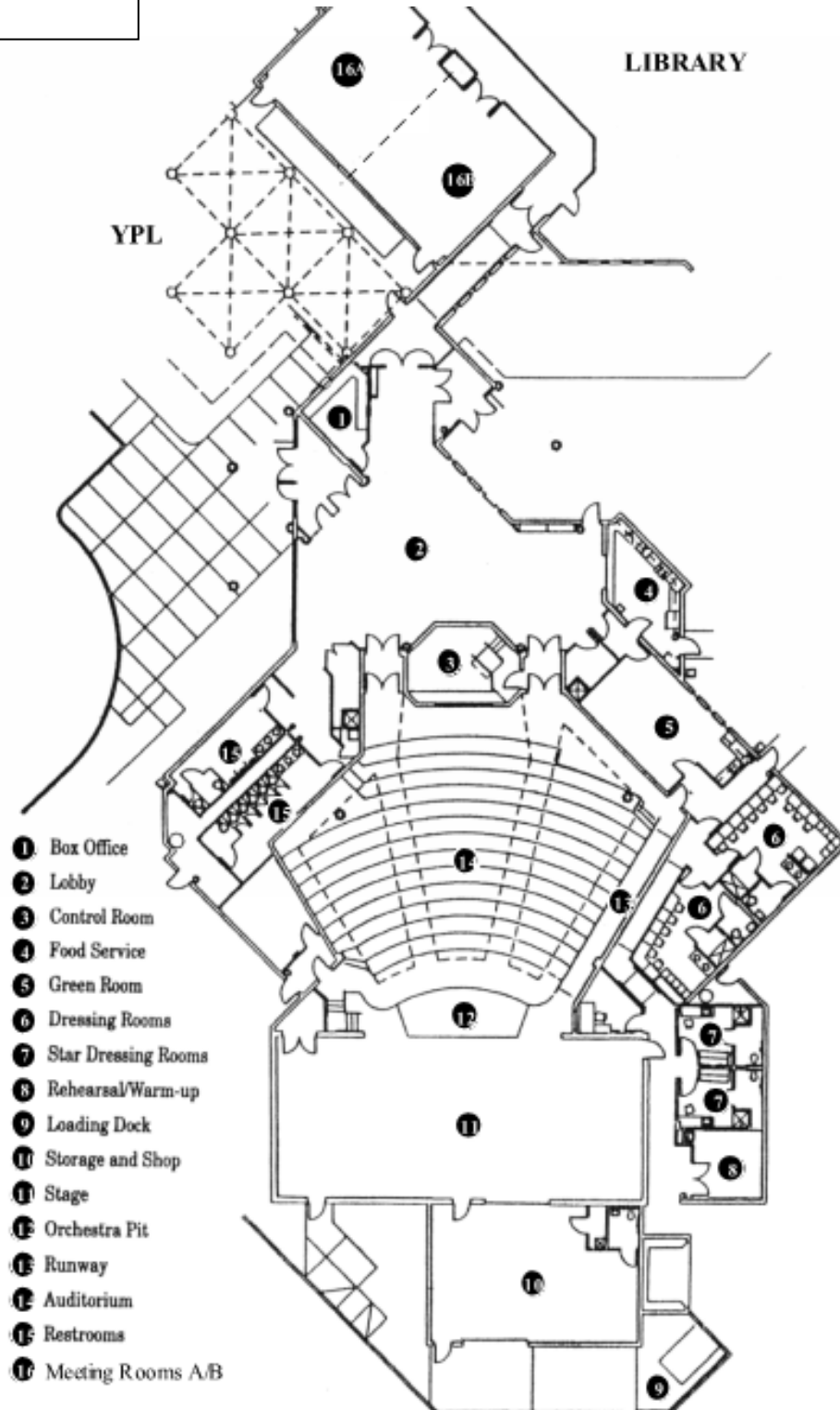
Adopted by the Las Vegas-Clark County Library District Board of Trustees on December 12, 2024, effective March 1, 2025.



# Performing Arts Center Specifications

## PERFORMING ARTS CENTER GROUND PLAN

Drawing Not to Scale





## STAGE DIMENSIONS

Proscenium opening – 36'-0"W x 18'-0"H  
 Width (wing wall-to-wing wall) – 64'-9"  
 Apron down stage center to proscenium line – 8'-4"  
 Depth up stage wall to proscenium – 30'-0"  
 Width stage right wing – 15'-0"  
 Width stage left wing – 13'-7"

## BACKDROP INFORMATION

Pipe width end-to-end – 48'-2"  
 Fly loft gallery height – 36'-9"  
 Highest trim – 42'-0"  
 Visible width (masked leg to leg) – 46'-0"  
 Visible height (floor to upstage border)– 16'-0"  
 Suggested drop size – 45'-0"W x 18'-0"H  
 White cyclorama available on site

## RIGGING SYSTEM

The West Las Vegas Theatre has a single-purchase counterweight fly system which features 23 linesets, three dedicated electrics, and 36'-9" of fly loft gallery space above the deck. Linesets include five empty battens. All battens are 48'-2" and 1 ½" in diameter. See Lineset Schedule (page 8) for more detailed information. Battens can be operated as needed during performances.



## RIGGING FLY SYSTEM (LINESET) SCHEDULE

<u>Lineset</u>	<u>Distance from Plaster Line</u>	<u>Description</u>
1	1'- 5"	Main Curtain
2	2'- 3"	Main Valance
3	3'- 3"	First Electric
4	5'- 3"	First Border
5	6'- 3"	First Leg
6	8'- 3"	Empty
7	9'- 3"	Rear Projection Screen
8	10'- 3"	Second Border
9	11'- 3"	Second Leg
10	12'- 3"	Empty
11	13'- 3"	Second Electric
12	14'- 3"	Empty
13	15'- 3"	Empty
14	16'- 3"	Mid Stage Traveler
15	17'- 3"	Third Border
16	18'- 3"	Empty
17	19'- 3"	Third Electric
18	21'- 3"	Third Leg
19	22'- 3"	Front Projection Screen
20	23'- 3"	Fourth Border
21	24'- 3"	Upstage Traveler
22	25'- 3"	Cyc
23	27'- 3"	Storage

## MASKING SYSTEM

All soft goods are hung on battens which can be flown in or out as needed. The soft goods inventory includes: a red grand drape and valence set, three sets of black velour legs and borders, two black velour traveler curtains, and a seamless white bounce cyc. Grand drape and travelers travel on a track, part at center, and are manually operated from stage right.



## CONTROL BOOTH

A control booth behind the audience is equipped with video and film projectors as well as audio and lighting control panels. The theatre is capable of providing both front and rear video. The control booth has sliding glass windows which should be open during events to allow technicians to hear clearly.



# Front of House

## SEATING AREA

The West Las Vegas Library Theatre has a seating capacity of 295 people, with an additional six accessible seating locations. The distance to the stage from the last row of seats is approximately 49'-0". There are no partial view seats in the house.



## LOBBY

The theatre's 1,500 square foot lobby area and kitchen facilities provide an ideal setting for lite-reception use. Receptions are allowed in the lobby area. The West Las Vegas Branch owns a limited number of tables and chairs that are available for your use.

## MEETING ROOM

A Meeting Room is situated in a public hallway across from the performing arts center's backstage entrance. It is suitable for receptions. It features a movable wall that can divide the room in half. There is no direct access from the meeting room to the Theatre.



## KITCHENETTE

A kitchenette is located adjacent to the Theatre Lobby and is included in theatre usage. It contains a refrigerator, microwave, coffee maker, and sink with waste disposal. The kitchen has a concession window which opens to the lobby. When using the kitchenette customers must comply with Southern Nevada Health District policies and regulations. Kitchenettes and other food service areas do not have permits for uncatered food preparation and distribution.



## **USHERS**

Ushers must be provided by all rental customers. The number of ushers will be determined by the Library District staff and agreed to in the Performing Arts Center License Agreement. In addition to helping customers find their seats, ushers are also responsible for monitoring customers to ensure that no food or drink (other than bottled water) is taken into the performing arts center. Failure to provide the agreed upon number of ushers will lead to additional fees in accordance with the Venue Fee Schedule. The Library District provides front-of-house staff for all library programming events.

## **CHAPERONES**

Customer using a venue for an event involving minors (exclusive of audience members) are required to have at minimum two qualified adult chaperones including one adult for every 10 children for ages 0-5, one adult for every 12 children for ages 6-11, and one adult for every 15 children for ages 12-17. Chaperones must supervise and accompany minors to ensure their safety and proper behavior. Failure to provide chaperones will lead to additional fees in accordance with the Venue Fee Schedule.

## **ADA COMPLIANCE**

Any customer who receives a request for accommodation under Title II of the Americans with Disabilities Act shall refer the request to Library District Staff. Please allow five business days for sign language interpreter requests to ensure availability. The Library District will make arrangements to provide services at the expense of the customer. Failure to notify staff of these requests will result in additional fees in accordance with the Venue Fee Schedule. Access to the Performing Arts Center is provided through the main lobby. Wheelchair accessibility is provided as listed on the seating diagram and ground plan. The venue was designed and operates in compliance with ADA specifications. The Library District will cover the cost for requested sign language interpreters for all library programming events.

## **ASSISTIVE LISTENING**

The performing arts center is equipped with an assistive listening system that is available for use upon request. There are a total of 10 headsets available to audience members who may have difficulty hearing performances. Headsets are typically located in the control booth but can be relocated to serve your front-of-house needs.

# Load In Area

## LOADING DOCK

The loading dock can accommodate one truck at a time. The loading dock should only be used while actively loading and unloading vehicles. The dock is 40' from the stage roll up door including the use of a ramp needed to access the venue. Trucks with a ramp can pull up directly to the theatre loading dock door. The loading dock door opens into a small shop area directly behind the stage.

Dock Height – +2'-10" from ground

Roll Up Loading Door – 12'-0"W x 11'-9"H

Roll Up Stage Door – 12'-0"W x 11'-9"H





# Green Room

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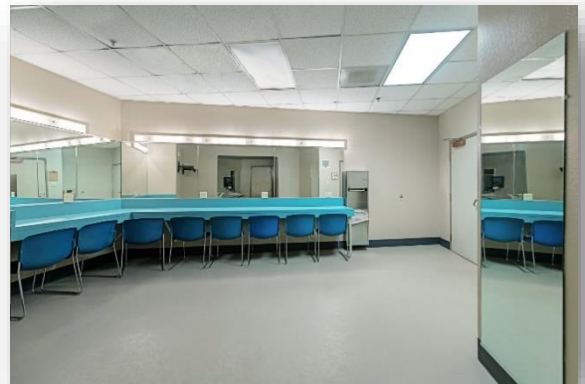
The Green Room accommodates performers and speakers as a lounge when they are not required onstage. The Green Room is situated off stage right and provides access to the stage and dressing rooms via a backstage hallway. It features tables, chairs, and a small kitchenette.



# Dressing Rooms

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The venue has two Star Dressing Rooms, each with a separate shower and restroom as well as two Chorus Dressing Rooms, one of which includes a separate shower. Both of the Chorus Dressing Rooms have two restrooms and a salon sink. Each Chorus Dressing room has capacity to accommodate up to 10 individuals.



# Sound

## SOUND SYSTEM & EQUIPMENT INVENTORY

QTY	MANUFACTURER	MODEL	DESCRIPTION
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### CONTROL

1	Yamaha	CL-3	Digital Console; 32-Channel, 4 Stereo Inputs
1		Ri8-D	8 Channel In Interface
1		Ro8-D 8	8 Channel Out Interface
2		Rio1608-D	16 In 8 Out Interface

### PLAYBACK

1	Marantz	PMD510	Dual Cassette Deck
1	Denon	DN-636	Compact Disc Player

### INTERCOM COMMUNICATIONS

7	Clearcom	RS602	Headsets & Boxes
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### MICROPHONES

\*User groups are required to provide their own batteries for microphones\*

2	Audio-Technica	ATM871R	
4	Audio-Technica	ATM41HE	
2	Audio-Technica	ATM 710	Cardioid Condenser Handheld Microphone
6	Shure	Beta 58	Super Cardioid Handheld Vocal Microphone
8	Shure	Beta 57	Super Cardioid Instrument Microphone
2	Shure		Choir Mics
1	Crown	PCC	
2	Crown	CM30	
1	Audix	Audix7	Drum Mic Kit
4	Sennheiser	SKM300865-G	Wireless Handheld
4	Sennheiser	SK300-G	Wireless Body Pack/Lavalier
4	Sennheiser	EM300-G	Wireless Receiver

### MICROPHONE STANDS

15	Various		Microphone Stands w/ Booms
7	Atlas		Table Stand

### INTERFACE ADAPTERS

5	ProCo, Contryman, Radial		Direct Boxes
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### MONITORS

3	Community		Wedge Monitor
2	JBL		Wedge Monitor
2	Yamaha		Monitor
4	Mackie	DLM 8	High Side Fill Monitors
4	JBL	EON 610	Powered Monitors

### SPEAKERS

2	EAW	AS490e	Left & Right Mains Mid/High
2	EAW		Left & Right Mains Mid

### SUBWOOFERS

2	Yamaha	2x Dual 18"	Mains Sub
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### AMPS

2	QSC		Mains Amps
4	QSC		Monitor Amps

# Projections

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## PROJECTION SYSTEM

The projection system features two Panasonic projectors. One Projector is housed on the back wall of the stage and one in the control booth. Projectors can only be accessed by Library District staff.

Rental customers must provide their own HDMI or VGA cable to connect user-furnished playback devices to the projection system. Inputs are located in the lobby, control booth, and three onstage floor pockets (downstage center, left, and right).

If a programming partner wishes to transfer PowerPoint files to the Library District computer, please load the files onto no less than two USB jump drives so there is a backup device.

Rental customers are welcome to connect to The Library District's free Wi-Fi to access the internet. Internet speeds are subject to customer usage and may not be sufficient for video streaming or video conferencing. We recommend downloading all video content or supplying your own internet hotspot if an internet connection is needed for your event. The Library District is not able to provide support for live-streaming events for rental customers.

## PROJECTION EQUIPMENT INVENTORY

QTY	MANUFACTURER	MODEL	DESCRIPTION
1	Panasonic	PT-DX100ULK	10,000 ANSI Lumen Projector (Dual Lamp)
1	Panasonic	PAPTRZ890WU7	1920X1200 Laser
1	Sony	BDP-S550	Blu-Ray/DVD Player
1			Show Camera
1			14'-0"H x 18'-0"W Rear Projection Screen on line set 7
1			10'H x 20' W Front Projection Screen

# Lighting

## STAGE LIGHTING SYSTEM

The venue is equipped with a computer-controlled stage lighting system. Repertory lighting information is available upon request.

## LIGHTING EQUIPMENT INVENTORY

QTY	MANUFACTURER	MODEL	DESCRIPTION
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### CONTROL

1	ETC	IONxe	1,024-Channel Digital Console with 1x20 Fader Wing & (2) Monitors
1	ETC	Paradigm Architectural Lighting Controller	Houselight Control System

### DIMMING

2	ETC	Sensor - SR48	Dimming Racks with 136 (20-Amp) Dimmers
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### CONVENTIONAL LIGHTING FIXTURES

10	ETC	Parnel	Flood with zoom
6	ETC	Source 4 19°	Standard ERS
15	ETC	Source 4 26°	Standard ERS
24	Altman	360Q 6x9	Standard ERS
6	Altman	360Q 6x12	Standard ERS

### INTELLIGENT LIGHTING FIXTURES: STANDARD RIG

3	ETC	Source 4 19°	S4WRD LED retrofit
6	ETC	Source 4 26°	S4WRD LED retrofit
6	ETC	Colorsource JR	LED ERS with zoom
3	ETC	Source 4 30-50°	S4WRD LED retrofit
19	Chauvet	Rogue R2X	Moving Head Wash
5	Altman	Spectra Cyc 200	RGBW LED CYC light
4	Martin	Mac 500	Moving Profile
2	Le Maitre	MVS Hazer	Fluid NOT included
12	Wybron	Forerunner 7140	Scroller on PAR 64s with 16 gel string
3	Wybron	Powersupply 7150	Scroller power
2	Le Maitre	Radiance Hazer	Fluid NOT included

### ADDITIONAL EQUIPMENT AVAILABLE UPON REQUEST

5	ETC	Source 4 26°	Standard ERS
6	ETC	Parnel	Flood with zoom
5	Altman	Spectra Cyc 200	RGBW LED CYC light (for ground row)
6	Altman	PAR 64	Flood
10	Altman	360Q 6x12	Standard ERS



# LIGHTING PLOT INFORMATION

## MAGIC SHEET

West Las Vegas 2024

Warm Front  
L154  
Pale Rose



7	8	9
4	5	6
1	2	3

17	18	19
14	15	16
11	12	13

LED Front  
S4WRD  
Color



Warm Tops



26	27	28	29	30
21	22	23	24	25

141	142	143	144	145
136	137	138	139	140
131	132	133	134	135

LED Tops  
RogueR2X  
Moving  
Color



West Las Vegas 2024

LED Gobo  
Wash  
Full Color

93	96
92	95
91	94



47	48	49	50
43	LED Back lights Rogue R2X		46
42			45
41			44



Highsides  
Scrollers

Downlight  
Specials

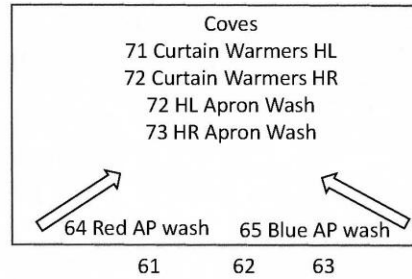
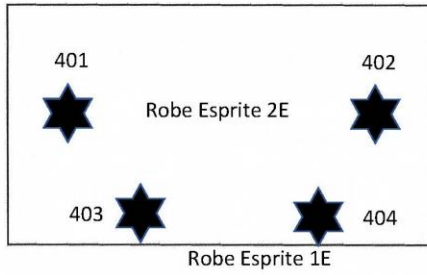
87	88	89
84	85	86
81	82	83

Level Frame Color

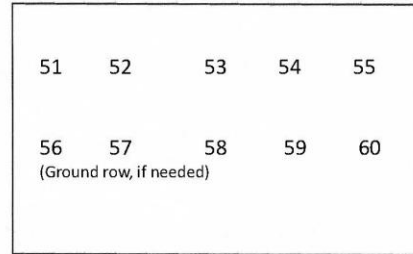
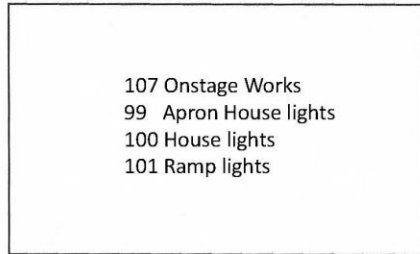
00	1	W-15 Clear Leader	Wybron Rock & Roll Scroller Gels
07	2	G450 Saffron	
14	3	G345 Deep Amber	
21	4	G355 Amber Flame	
28	5	G245 Light Red	
34	6	G250 Medium Red XT	
42	7	G120 Bright Pink	
48	8	G995 Orchid	
55	9	G948 African Violet	
61	10	G930 Real Congo Blue	
68	11	G810 Moon Blue	
75	12	G835 Aztec Blue	
80	13	G850 Blue (Primary)	
88	14	G710 Blue Green	
94	15	G690 Bluegrass	
FL	16	G655 Rich Green	

West Las Vegas 2024

Moving  
Lights



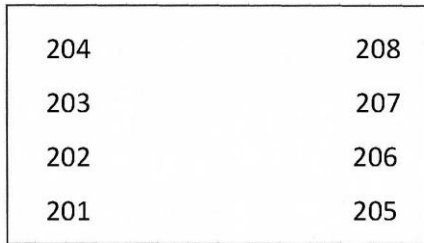
AP Specials  
LED S4WRD  
Color



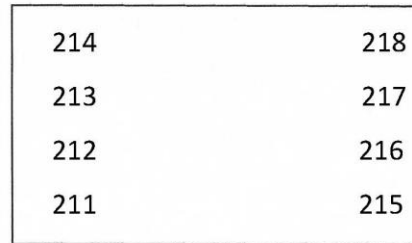
LED Cyc

West Las Vegas 2024

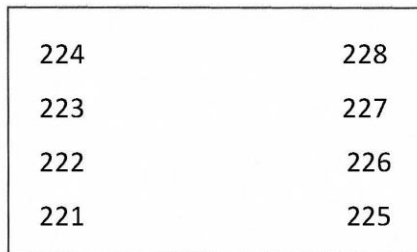
Dance  
Side lights,  
Colors noted  
for standard  
Plot, Rentals  
can supply  
their own  
color



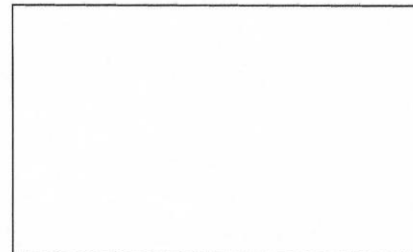
(Shins: No color)



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(Heads: Amber)



updated 3/1/2024

# Rules & Policies

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## **VENUE USE POLICY**

All Library District rental customers, programming partners, and customers must follow all local, state, and federal laws as well as all Las Vegas-Clark County Library District policies, procedures, and guidelines. A complete list of all policies can be found on the Library District Website (<https://thelibrarydistrict.org/publications/>).

## **PROP AND WEAPONS GUIDELINES**

Any props brought into any Library District building that are meant to simulate weapons or other items prohibited by the Library Rules of Conduct must be pre-approved and follow the Programming and Event Prop Guidelines. Please speak with library staff directly at least two weeks before your program to determine which simulated props are permitted and the guidelines that must be followed before they can be brought onto the premises.

## **ADULT THEMES**

Express written authorization is required for the presentation of events that include adult themes. Customers must request authorization for events with adult themes from the Library District before an event is marketed to the public and no less than two weeks before first use.

## **OPEN FLAME**

Open flame devices such as candles and torches along with pyrotechnics are not permitted in Performing Arts Centers at any time. Customers may use electronic candles and other non-combusting effects to simulate flames on stage.

## **STROBE LIGHTS AND THEATRICAL ATMOSPHERIC EFFECTS**

Express written authorization is required for the use of strobe lights and theatrical atmospheric effects.

The most common documents associated with venue usage include:

Library Rules of Conduct

Venue Use Policy

Venue Use Fees

# Local Services

## Emergency Medical

### Emergency Medical Services

**911**

- Valley Hospital Medical Center  
620 Shadow Ln, Las Vegas, NV 89106  
702.388.4000
- University Medical Center  
1800 W Charleston Blvd, Las Vegas, NV 89102  
702.383.2000
- UMC Quick Care – Enterprise  
1700 Wheeler Peak Dr, Las Vegas, NV 89106  
702.383.2565

## Pharmacies

- Walmart Pharmacy  
3950 W Lake Mead Blvd, North Las Vegas, NV 89032  
702.631.6806
- Walgreens Pharmacy  
900 N Rancho Dr, Las Vegas, NV 89106  
702.646.4651
- Smith's Pharmacy  
850 S Rancho Dr, Las Vegas, NV 89106  
702.878.7414

## Hotels

- Main Street Station Casino Brewery Hotel  
200 N Main St, Las Vegas, NV 89101  
702.387.1896
- Plaza Hotel & Casino  
1 S Main St, Las Vegas, NV 89101  
702.386.2110

## Rental Vehicles

- Budget Car Rental  
129 E Fremont St, Las Vegas, NV 89101  
702.387.5191
- Avis Car Rental  
202 Fremont St, Las Vegas, NV 89101  
702.387.5191
- Harry Reid/McCarran Rental Car Center  
7135 Gillespie St, Las Vegas, NV 89119  
702.261.6001

## Restaurants

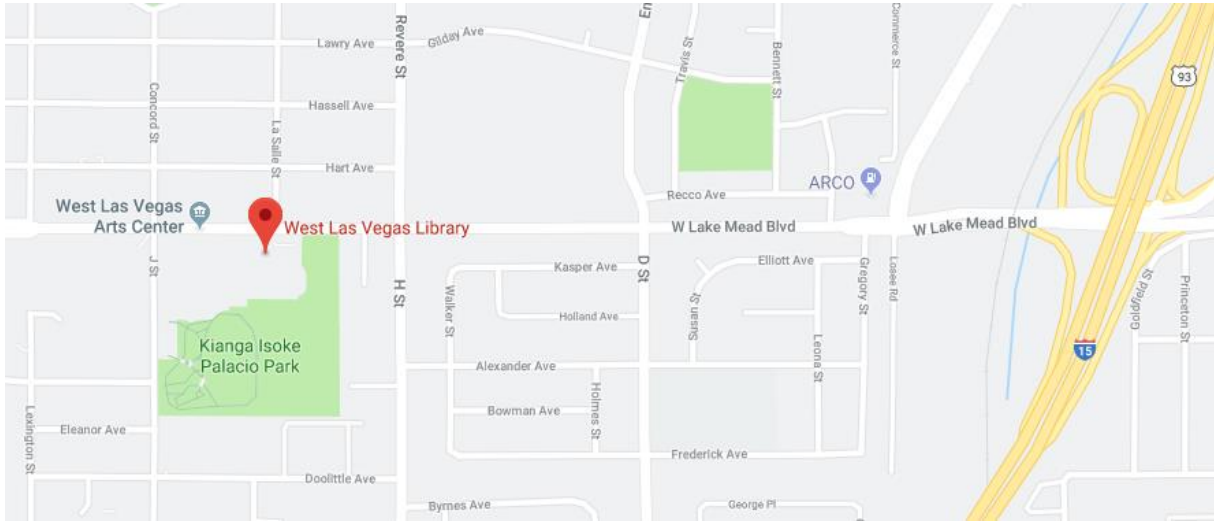
- McDonald's  
1501 W Lake Mead, Las Vegas, NV 89106  
(702) 636-9930
- Panda Express  
1350 W Lake Mead Blvd, Las Vegas, NV 89106  
(702) 982-2888
- Taco Bell  
1370 W Lake Mead Blvd, Las Vegas, NV 89106  
(702) 485-1177
- Jack in the Box  
1480 W Lake Mead Blvd, Las Vegas, NV 89106  
(702) 638-4188
- El Pollo Loco  
1985 N M.L.K. Blvd, Las Vegas, NV 89106  
(702) 646-0127
- Gritz Café  
1911 Stella Lake Dr, Las Vegas, NV 89106  
(702) 255-4748
- EllaEm's Soul Food  
775 W Craig Rd, Ste 146, North Las Vegas, NV 89032  
(702) 823-4444
- VegeNation  
616 Carson Ave, Ste 120, Las Vegas, NV 89101  
(702) 366-8515

## Local Theatrical Suppliers

- 4Wall Entertainment Stage Lighting Equipment  
3165 W Sunset Rd, Ste 100, Las Vegas, NV 89118  
702.263.3858
- Production Resource Group LLC Stage Lighting Supplier  
6050 S Valley View Blvd, Las Vegas, NV 89118  
702.942.4774
- AV Vegas  
4780 Arville St, Las Vegas, NV 89103  
702.878.5050

# Map & Directions

**Address: 951 West Lake Mead Blvd Las Vegas, NV 89106**



## **From Harry Reid (formerly McCarran) Airport / I-215 West**

- Get on I-215 W (2.6 mi)
- Take I-15 N to W Lake Mead Blvd in North Las Vegas.
- Take exit 45 from I-15 N (11.1 mi)
- Follow W Lake Mead Blvd to your destination in Las Vegas (0.9 mi)

## **From I-15**

- Take I-15 N to W Lake Mead Blvd in North Las Vegas. Take exit 45 from I-15 N (7.8 mi)
- Follow W Lake Mead Blvd to your destination in Las Vegas (0.9 mi)

