

# Load-In Information

## Location:

Access to the Performing Arts Complex docking area for the Whitman and Gershwin Theatres is via Campus Road, just off the corner of Avenue H and Nostrand Avenue. You will need to stop at this campus entrance gate and inform the Security Guard what company you are with. He should have this information and will clear you to park in the lot to the left (see [Map](#)).

## Dock Height:

The loading dock is 3'-0" high, with no ramps, winch, or lifts to raise off-loads from the street level to dock level. We have one truck ramp that can handle a + 24" difference.

## Load-in door:

The main load-in door is 8'-0" wide, and 14'-0" high. This opens directly into a common dock/shop area shared by two theatres.

## Stage Doors:

The stage doors to each of the theatres are located to the left or right of this dock area and are 5'-10" wide by 12'-9" high.

## Vehicle Power:

AC power for buses is available if we are given adequate notification. You must supply the cable (approximately 100 ft). The bus will be parked along the curb at the loading dock entrance.

## Specific details for truck access:

There is adequate space to accommodate two tractor trailers in the dock at the same time, but it is a tight space so drivers with good maneuvering skills are a must. It is imperative that drivers arrive early enough so they can use the adjacent parking lot to maneuver into the dock and then drop the trailers in the lot after they have been unloaded.

It is *extremely* important that any truck over 35 feet in length arrive at our loading dock *no later* than 8am on Saturday or Sunday, and 7am on Monday through Friday. The larger the truck, the more critical this arrival time is since the vehicle must make a wide, arcing turn in our Parking Lot in order to maneuver into position in the theatre loading dock.

The Performing Arts Center shares the Parking Lot with Brooklyn College; we cannot control or save parking spaces. A truck will not be able to maneuver once vehicles with college parking permits begin parking in the spaces need for maneuvering.