

# THE UNIVERSITY OF WINNIPEG

## ASPER CENTRE FOR THEATRE AND FILM Visual Venue Guide

400 Colony Street, Winnipeg, MB R3B 2P3  
204.786.9955

## Welcome

Welcome to the Asper Centre for Theatre and Film (ACTF) at the University of Winnipeg (U of W). We are excited to have you join us for a performance at the ACTF and hope this Venue Guide will help you prepare for your visit.



## Getting to the Asper Centre for Theatre and Film

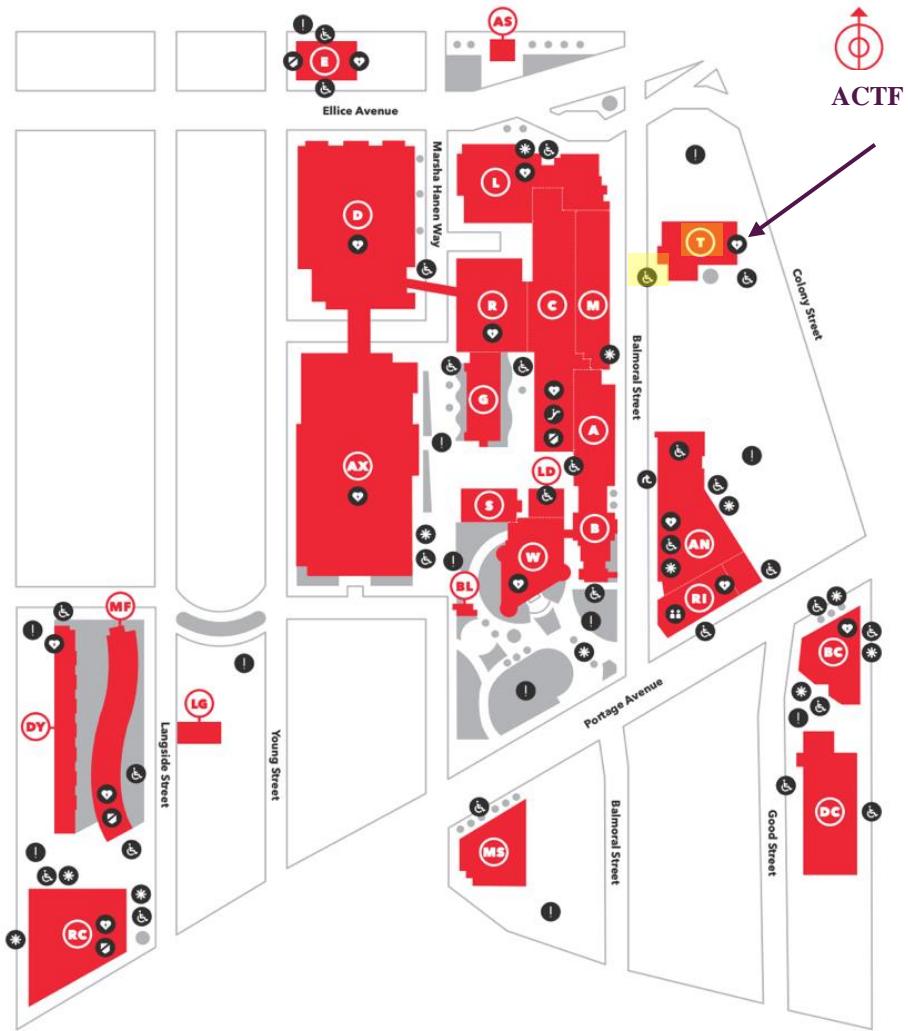
The Asper Centre for Theatre and Film is located on the University of Winnipeg Campus, between Balmoral Street & Colony Street. To get to the U of W Campus you can walk, bike, drive, rideshare or take public transportation.

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- Student Central
- Security
- Escalators
- Wheelchair Accessible
- Rapid Transit
- AED (Automated External Defibrillator)
- Bluelight Phone (Direct link to security)
- Emergency Assembly Points



The ACTF is accessible via Balmoral Street and Colony Street. If you approach the ACTF via Colony Street, you will find a small walkway between the ACTF and the ramp of the Rice Parkade. Follow the walkway until you see stairs on your right-hand side, these are the entrance to the ACTF.



If you require a ramp for access to the Asper Centre for Theatre and Film, please proceed along the same path past the stairs to Balmoral Street where you can access the ramp.

Please note that this walkway from Colony Street to Balmoral is narrow and includes a gravel path that may not be wheelchair friendly. The best access is from Balmoral Street.

If you are approaching the building from Balmoral Street, you will see a large ramp leading up to the main doors.



Although the ACTF's address is 400 Colony Street, if you need the ramp for entry, providing this address can be problematic for drop-off and pick-up by taxis, ride share services or handi-transit.

If you get dropped off, the closest building on Balmoral Street is 391 Balmoral Street, the apartment building located directly next to the ACTF. Providing this address is more useful since drop off is easier on Balmoral Street than on Colony Street.

A locked bike cage can be accessed via Balmoral Street and is located on the left-hand side of the ramp. When you arrive, please let someone from front of house know if you require access for your bike.



With the new Winnipeg Transit route changes, there is no longer bus access to balmoral station. The closest bus stations to the ACTF are Stops 17015 (northbound) and 17018 (southbound) on Colony St. The bus lines that service those stops are the F6 and D19. There are other bus stops that are within 300 metres of the ACTF on Portage Ave and Ellice Ave.

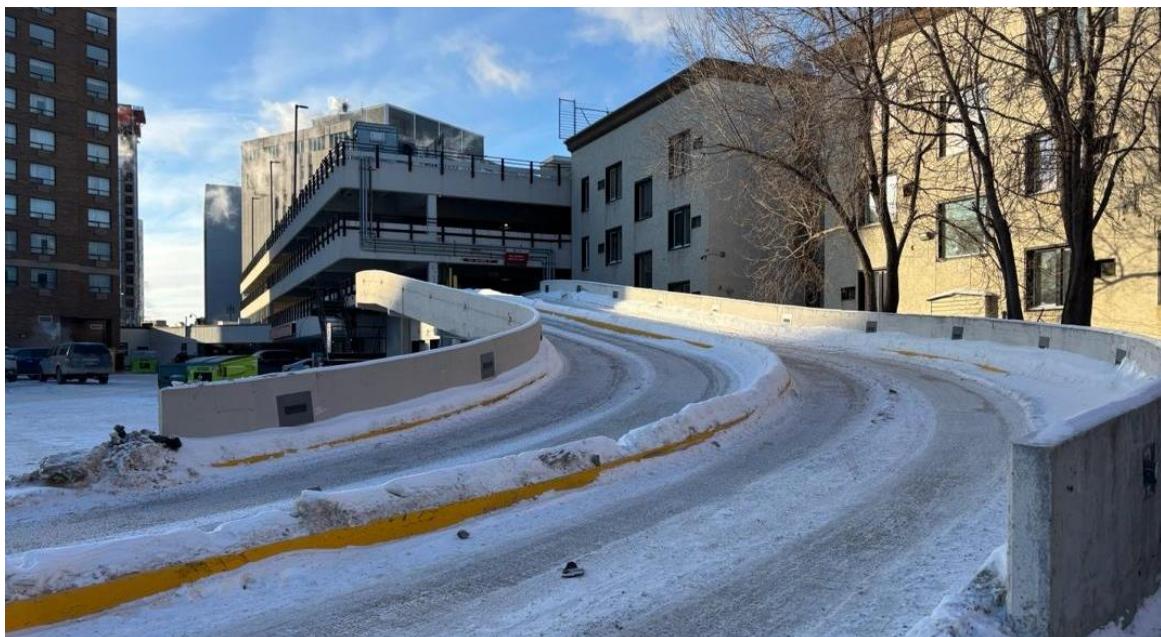
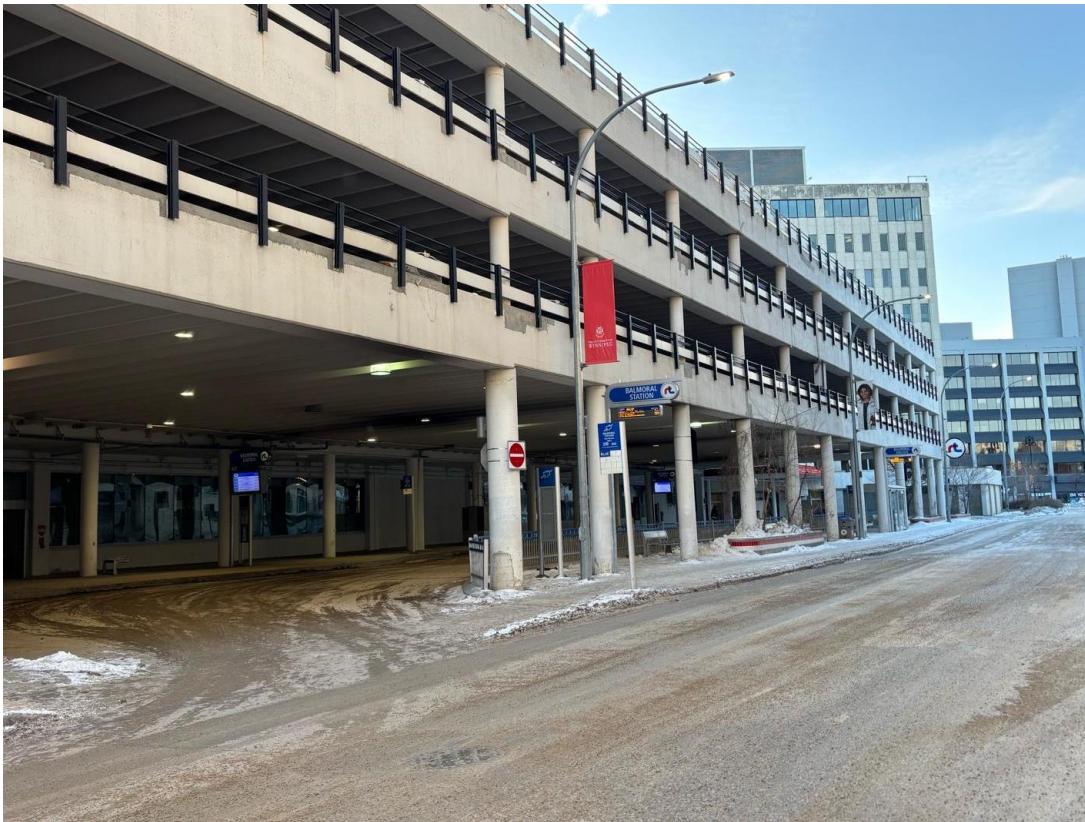
Pictured below is Stop #17018



Pictured below is Stop #17015



Two Impark parking lots, “Colony and Ellice” and the “Rice Centre Parkade”, are in immediate proximity to the Asper Centre for Theatre and Film. The “Rice Centre Parkade” is accessible via stairs and/or a steep ramp off of Colony St. Both parking lots can be accessed around the clock.



Below is the Colony and Ellice Parking Lot (1st picture) and the “Old Bus Depot” parking lot (2nd Picture).



## Once you arrive

For shows put on by the U of W Department of Theatre and Film, the doors to the ACTF open 60 minutes prior to the performance time. You will enter through two sets of doors to enter the lobby of the ACTF. The lobby has access to the theatre, gendered washrooms, an elevator and staircase.



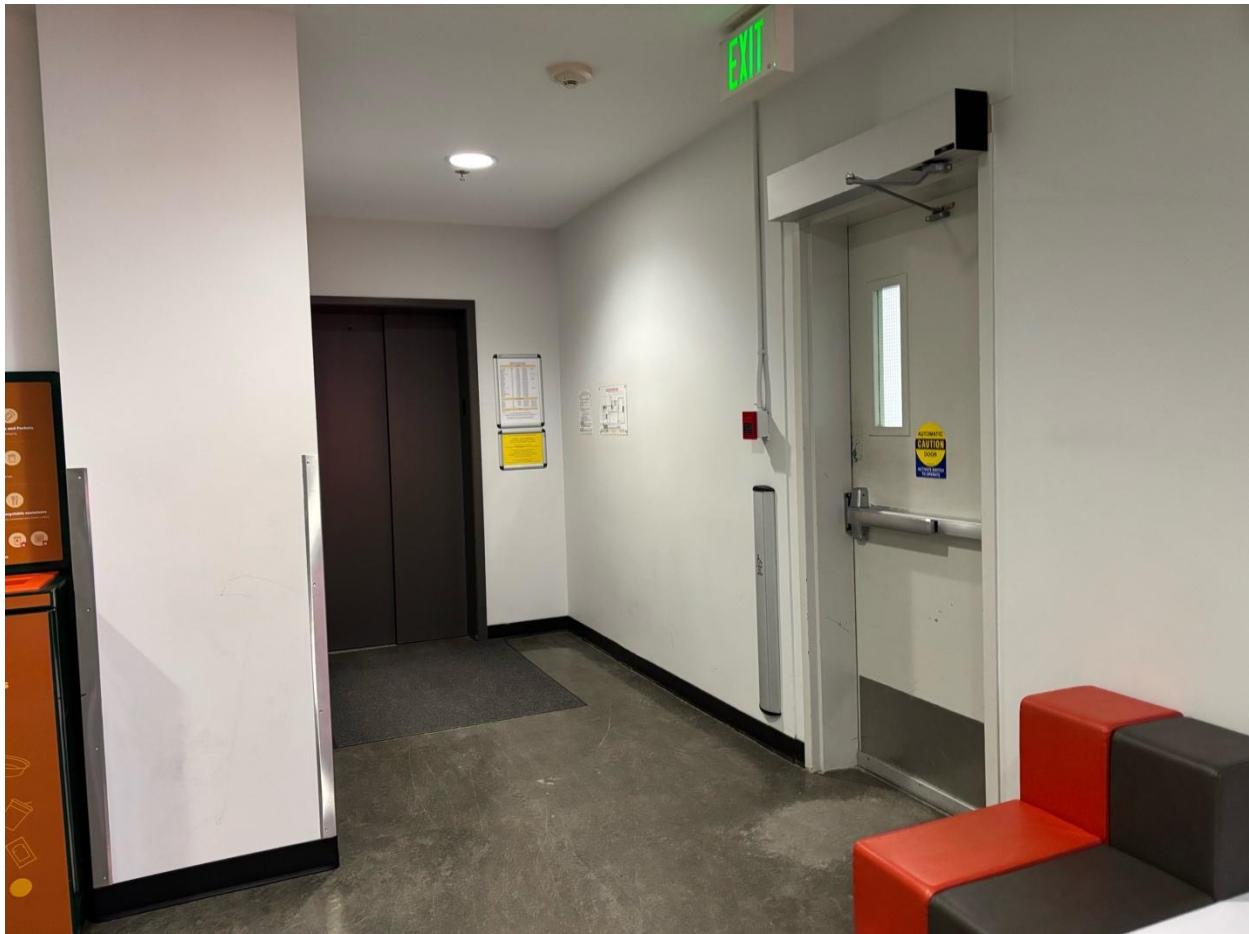
Inside the Lobby, you will pass by the security desk and check in at our Box Office table. Proceed to the Box Office table to check in. If you reserved a ticket, your name will be checked off the attendance list and you will receive a ticket to hand to an usher at the door, when entering the theatre. If you did not reserve a ticket in advance, you can pick up a ticket at the Box Office table as long as the performance is not sold out. Tickets are always free of charge for U of W Theatre and Film Department performances. On our accessible performance dates, you will also meet our audio describers and / or ASL interpreters at the Box Office.



Once you have collected your ticket, you can wait in the lobby until the doors to the theatre open. Doors generally open between 15 to 30 minutes in advance of start time. Seating is available in the lobby while you wait.



The elevator at the far end of the lobby connects the main floor to the other floors of the building, including the second floor. The staircase also connects the lobby to the other floors of the ACTF. In addition, a door to exit the building is found here.



## Washrooms

The washrooms on the main floor are gendered and accessible.



The washrooms on the second floor are gender neutral single stalls and contain hygiene products. While the washrooms are accessible, only one of the second-floor washrooms is fully wheelchair accessible.



## The Theatre

The theatre is on the main floor of the ACTF and can be accessed through the lobby. You will enter the theatre on the left-hand side of the audience seating. All performances are rush seating so you can choose any seat you prefer. Arriving early will provide you with the best options. If you do need accessible seating, please notify those at the box office to make sure something is held for you. The theatre seats 155 people and is divided into main floor and balcony seating. The main floor seating is configured on risers and there are steps up to the seats. The railing is intermittent to allow for access to all rows. Accessible seating, including for wheelchairs, is available in the front row, at entrance level.



The tech booth is accessed through the balcony, the Sound & Lighting Technicians as well as the Stage Manager will be sitting in the booth to run the show. All our performances are student run.

If the balcony is open for the performance you're attending, it can be accessed on the second floor. The elevator or stairwell take you to the second floor. The balcony has two steps to access the front row. There are two main rows, additional seating is available at the far end of the balcony.

There is another set of stairs to access this additional seating. Front of House staff and Ushers will be available to help access these seats as needed.

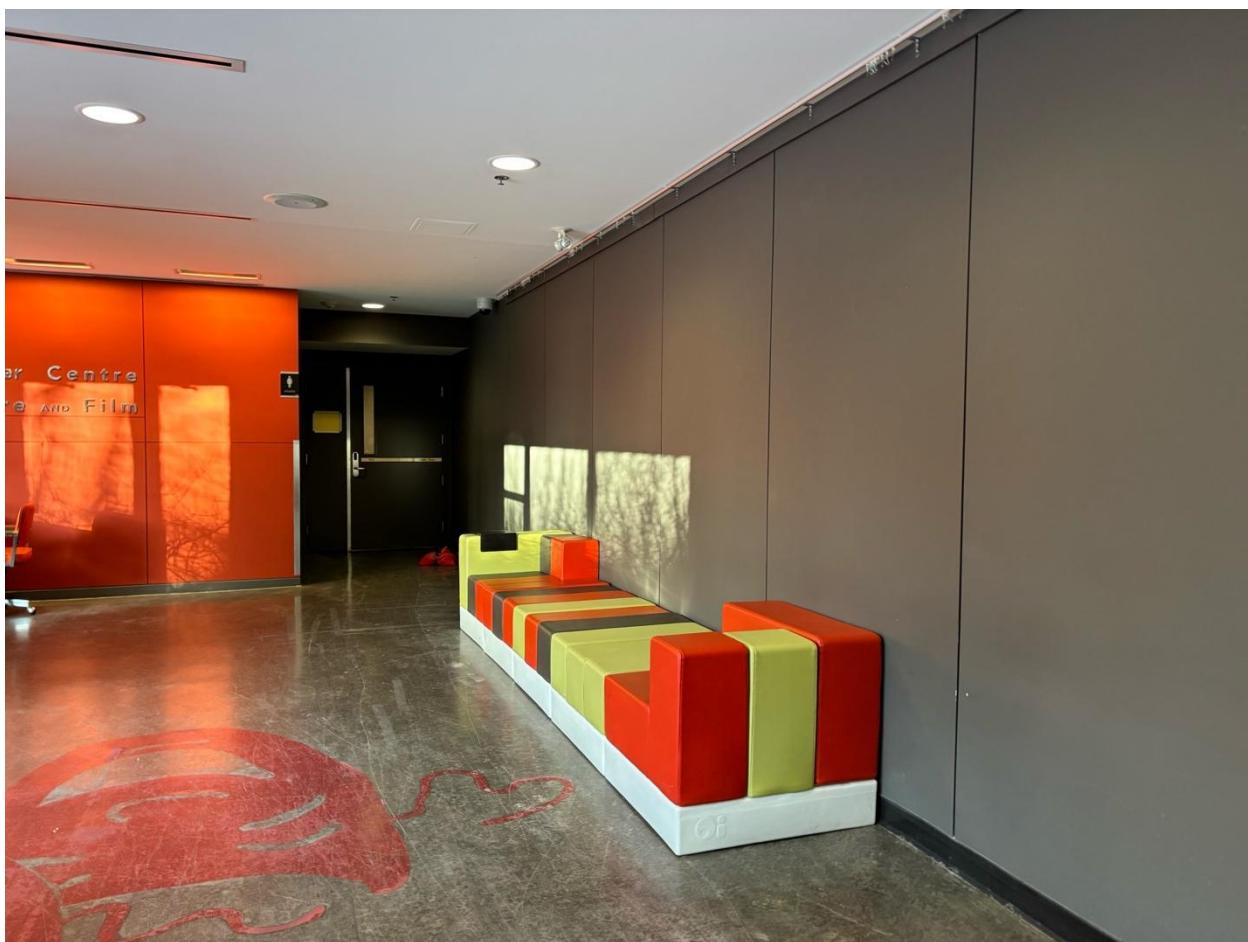


Image Description: Red theatre chairs in two rows. The front row goes two steps down. A black railing is in front of the front row of the seats. Stairs to the tech booth are seen on the right.

## After the Performance

At the end of the performance the cast of actors will come on stage to bow. Sometimes the applause during these bows can be quite loud – please be prepared for this. Please wait until the actors have left the stage and all lights in the theatre are fully on before you exit. Unlike when you entered the theatre, everyone will be leaving at the same time so it might take a little longer before you are out in the lobby.

After the performance, you can exit the ACTF through the main doors. Audience members often gather in the lobby to meet up with family and friends who performed and worked on the show. It can get crowded in the lobby after the performance.



## Accessible Performances

Please check our website and posters for information on which days we offer accessible performances including a relaxed/sensory friendly performance, ASL interpretation and audio description.

For those who have not attended any of these types of accessible performances before:

- Our relaxed/sensory friendly performance is offered for those who need a more casual and flexible experience. It will include pre-show information about any difficult content and loud sounds. Some sound or lighting cues will be adjusted so they are less harsh. The audience lights will be left on at a dim level in case anyone needs to leave or move around. It will still be the same quality of show just with small adjustments.
- The show with ASL (American Sign Language) interpreters will include two interpreters on stage off to the side. They will be using ASL for Deaf members of the audience.
- Audio description will allow blind and low vision audience members to enjoy the show. Those who request one will be given a headset and can hear the visual aspects of the show being described to them in between the lines spoken by the actors. The describer is using a special microphone so that it will not be heard by the rest of the audience.

For all performances, we have a Quiet Room available should anyone need to leave the theatre.

Guide dogs are also welcome to all of our performances. We have blankets available to help make sure they are comfortable on the risers.

## Questions

If you have any questions, please do not hesitate to contact us at 204.786.9955 or by email [thfm@uwinnipeg.ca](mailto:thfm@uwinnipeg.ca).

**Thank You!**

Thank you so much for joining us. We look forward to welcoming you to the Asper Centre for Theatre and Film.