PHIL Haarlem Venue Rider



This document provides information about our location PHIL. This document presents the facilities and services that can be provided to ensure a great show!

PHIL is a Green Key location, which means that we want to be as sustainable as possible by reducing waste and unnecessary consumption. We ask you to take the information in this document into account before sending your hospitality and technical rider.

phil.

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Address and contact details

Public entrance
Lange Begijnestraat 11, 2011 HH Haarlem

Loading/unloading and artist entrance
Philip Frankplein 2A 2019 HB Haarlem

Navigation address for cars
Bakenessergracht 72

Navigation address for trucks (wider entrance)
Damstraat 12

The entrance is cordoned off with bollards, which are up from 11:00 a.m. and cannot be operated remotely. Contact the rear door by phone on 023-5121298.

Technical Production & Planning
Dana Vermeulen
+31 235121132 productie@ssphaarlem.nl

Stage managers (contact on show day)
+31 235121230 Toneelmeesters@ssphaarlem.nl

Technical Riders Phil: Riders

Hospitality Production & Planning
Amber Bijster
+31 235121261 productie@ssphaarlem.nl

Duty Manager (contact on show day)
+31 235121270 horeca@ssphaarlem.nl

Backdoor phone number: +31 235121298

Billing

Stichting Stadsschouwburg & PHIL Haarlem
Lange Begijnestraat 11, 2011 HH, Haarlem

Chamber of Commerce: 34042800

Loading and Unloading

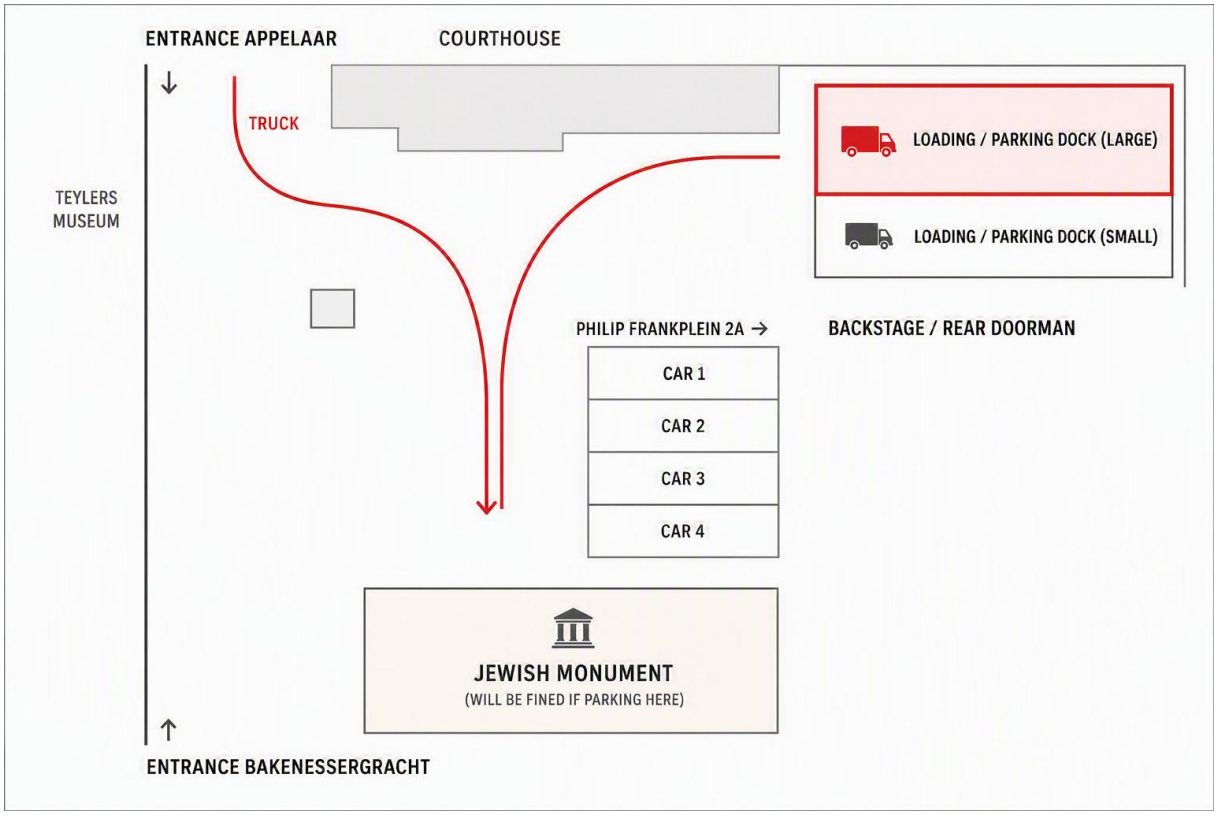
PHIL has two loading and unloading platforms at the rear of the building at Philip Frankplein 2a.
To reach these, you must use a navigation address:
Passenger cars: Bakenessergracht 72, 2011 JX Haarlem
Trucks: Damstraat 12, 2011 HA Haarlem, then first right (Nauwe Appelaarsteeg).
The entrance is closed with bollards (posts). Call for access with the backstage porter: 0235121298

- Floormap loadingdock
- Directions loadingdock

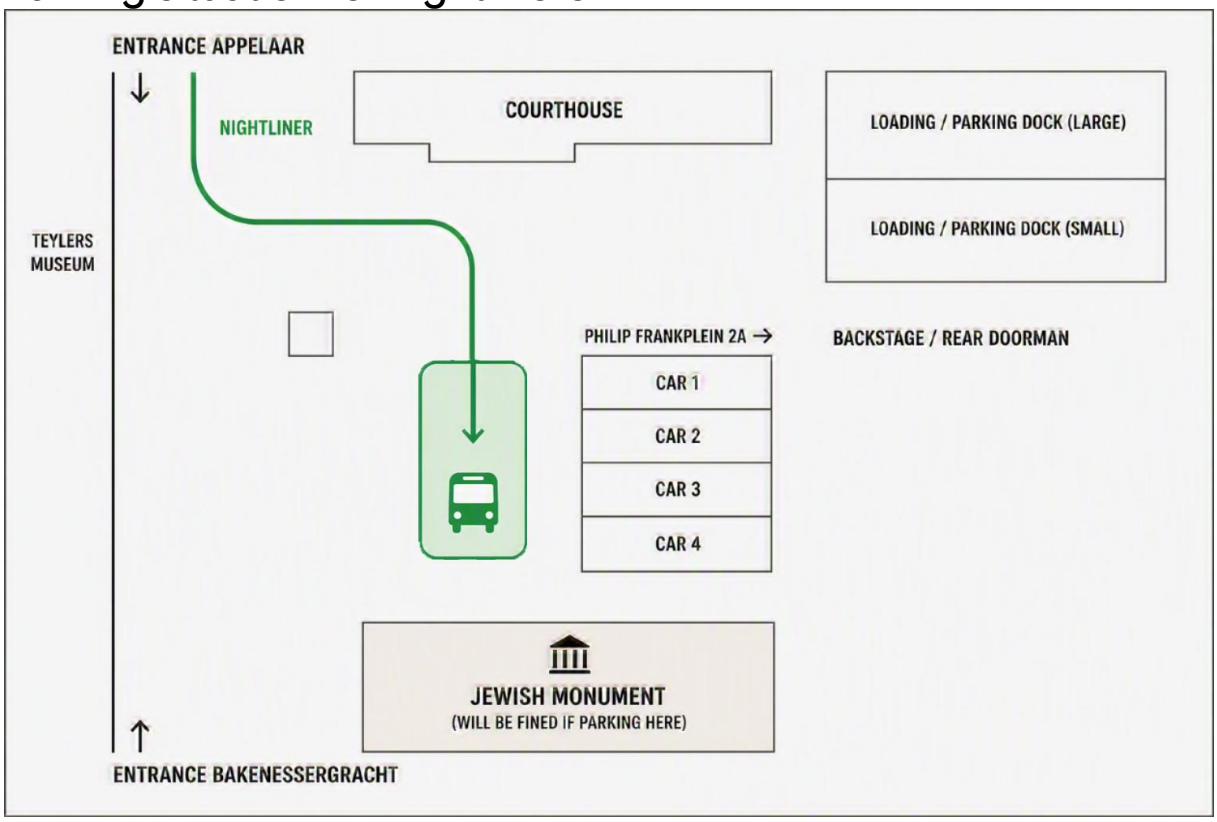
When you arrive with a truck and nightliner, make sure you enter with the truck first! The road to our dock is narrow but doable.

1 truck and 1 small truck can be parked inside the loading dock in front of the lift.

Parking situation for trucks



Parking situation for nightliners



General parking

There is limited parking space at our location, for this reason we like to organize our parking facilities in advance.

At the artist entrance, there are 4 parking spaces for cars outside the building, and a small and large loading dock. Please try to limit the number of vehicles used to visit our location. For this reason, always mention how many and what kind of vehicles you want to come with. Please book in advance with production.

If you come with several vehicles for which we do not have space, the nearest parking garage is the Appelaar (Damstraat 12, 2 minutes walk). We do not have exit tickets.

Mileuzone / Zero Emission

Haarlem is located in an environmental zone and as of June 1, 2025 in a zero emision zone. Check in advance whether your truck is allowed to enter the city.
https://www.rdw.nl/ontheffing-zero-emissie/

Staff

Duty Managers and Stage Managers

At every performance in the PHIL, the stage managers are responsible for everything that happens in the technical field and the duty manager is the general manager and therefore also the person ultimately responsible for the building. The duty manager is responsible for everything related to hospitality, merchandise, catering or other matters such as the hall doors. The start and other practical matters surrounding the performances are always discussed in collaboration by the duty manager and the stage managers.

Technical staff

As standard, there are 3 technicians present for the main hall (1 light, 1 sound and 1 stage) We work all day with 1 shift and do the truck together. Other quantities on request and at an additional cost. We are happy to do the lighting and/or slides, a support act, or monitors, but would like to know that 4 weeks in advance.

Concert halls: main hall









The room can be seated (1142) or non-seated (1600). In both cases we build a control island (size in consultation) and only in the case of non seated also a wheelchair island at the back of the room. The balcony (400) is always seated.

Barriers:

We don't use barriers. This is also not necessary for our location.

Sound Limit:
In anticipation of legislation and according to WHO guidelines, we adhere to a maximum of 100 dB (A) on average over 15 minutes, preferably softer. We install a MeTrao calibrated sound meter on the FOH island to help you stay within those guidelines. Our classic hall sounds great, but it will work against you if you go too loud. We are happy to think along with you and provide a drum screen and inears free of charge. We do not recommend the use of monitors larger than 12" and especially sidefills.

Sound:

On https://philhaarlem.nl/productie-techniek is an extensive overview of what we make available in terms of sound. An extensive microphone list can also be found there.

Backline:
The Phil has several grand pianos and pianos but has no backline. We can hire this at an additional cost: please contact us 4 weeks in advance.

Stage:
The stage is 20 meters wide and 10 meters deep with an organ in the background. We have 19 fly bars (15 meters) above the stage (max load 300) and 16 chain hoists (500) above the hall. Furthermore, 2 chain hoists for line array. There are also possibilities to use hoists above stage on request. As standard, we hang a black frame, legs and a backdrop and lay a ballet floor. For a complete overview and drawings see: https://philhaarlem.nl/productie-techniek and download the various drawings as pdf and dwg. We have plenty of stage parts in stock.

Light:
On https://philhaarlem.nl/productie-techniek you can find an extensive lighting plan with all sACN numbers. Our fixtures can be found under technical data.

We assume that the show can be done with this equipment or that the visiting group will bring specials. If something needs to be hired, we would like to hear about it at least 4 weeks in advance and we will charge the costs.

We start the day with an empty stage and hang the lights together as the show requires.

Video:
We do not have an LED wall, but can provide a 6 or 8 meter wide see-through screen and projector Epson (EB 2220B 20,000 lumens) in consultation and at an additional cost. The HDMI or SDI content comes from the group.

Pyrotechnics & FX:
Confetti is forbidden and CO2 jets, laser and pyrotechnics should only be used after prior consultation.

Concert halls: small hall

The small hall contains 408 seats



Stage

opening 10 m, circular 5 m radius with two side scenes of 2.5 wide.

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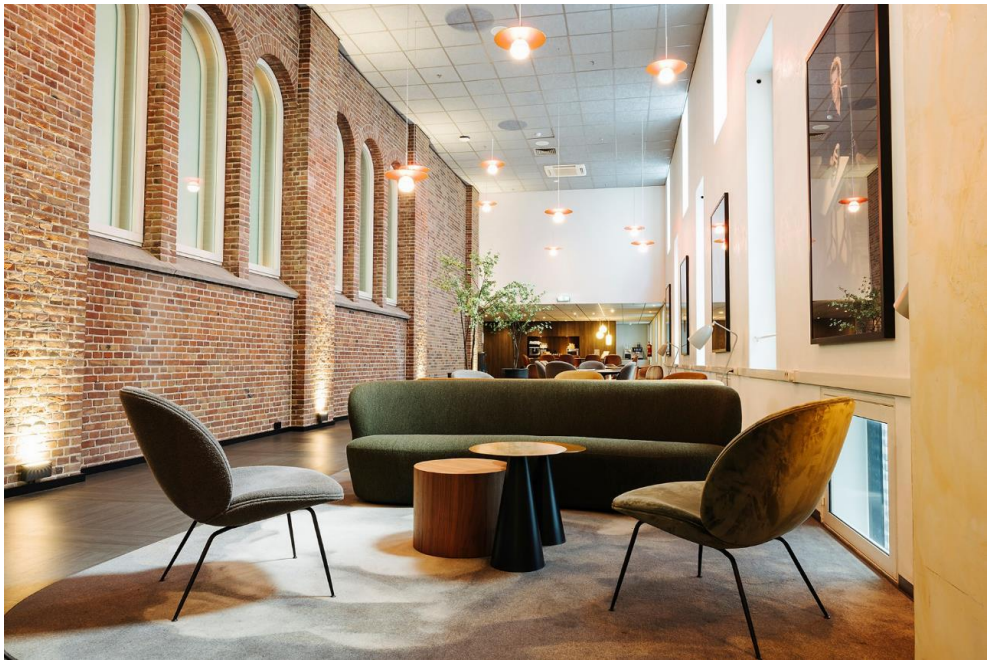
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Standard Schedule:

13:00	Arrival technique
16:00	Soundcheck
17:00 – 19:00	Dinner (group is free to work on stage)
19:00	Front door theatre open
19:30/19:45	Doors open
20:00	Start concert
00:30	Property closes

Other times after consultation possible.

Backstage lounge & dressing rooms



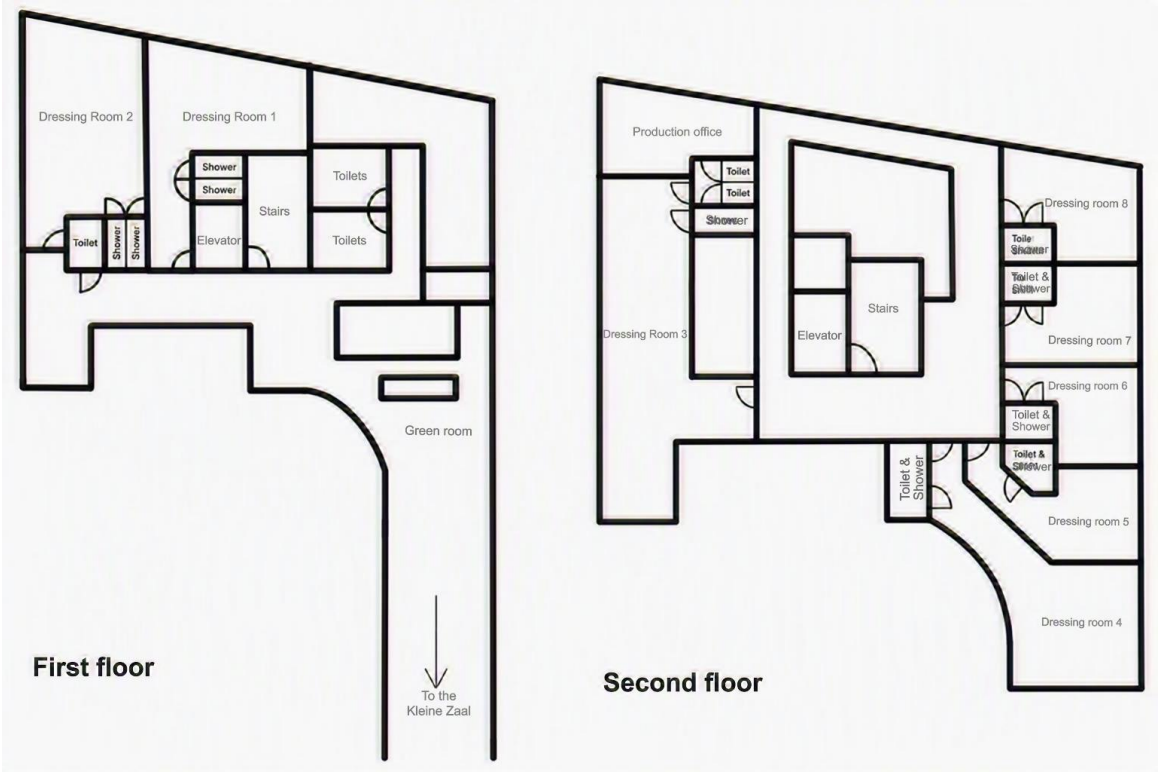
PHIL has a large and spacious backstage area that connects directly to both concert halls.

On the same floor as the green room there are two large dressing rooms that can easily fit 20+ people. In addition, we also have smaller changing rooms that can be divided among your party. However, we encourage all our guests to make use of our two large dressing rooms and take a seat in the artists' foyer. Dinner is always served in the backstage lounge, if applicable.

Facilities dressing rooms:

- 1x large mirror
- 1x kettle and tea
- 1x Refrigerator
- Bathroom with toilet and shower with hot water. Soap and towels.
- Make-up mirror with lighting
- Air conditioning & heating

There are 3 group dr



essing rooms, 5 small dressing rooms and a production office. The dressing rooms are all equipped with bathrooms with shower and toilet. The dressing rooms can be used by both halls. Please note: when there is a standing concert in the main hall, dressing room 3 will not be available.

Hospitality & Riders

Food

In our location there is no kitchen where cooking is standard. For catering needs, a permanent caterer is hired, provided that the group is larger than 10 people.
Please indicate at least two weeks in advance if you wish to use this service. We will then send you the menu so that your group can choose a buffet together. The buffet is divided into 50% vegetarian and 50% meat. If you have any other dietary requirements/allergens, it is desirable that you indicate this in time.

Breakfast and lunch are often tailor-made and should also be requested/discussed in consultation.

Drinks

Coffee, tea and water (Eden-springs) are available in the green room.
Other drinks will be dispensed by our staff member in the green room or prepared for you in advance.

The PHIL has a wide range of alcoholic and non-alcoholic beverages, juices, and a wide range of soft drinks.
Please keep in mind when sending your hospitality riders, we are happy to supply the specific items you need to perform at your best, but in the spirit of reducing waste, we request that you only ask for the extraordinary items.
For a specification of our menu, please contact us.

Merchandise

Of course, it is allowed to sell merchandise at your performance. We have large movable counters and clothing racks that can be used to sell merchandise. This is also a good place to hold autograph sessions after the performance/concert and to take pictures if desired.

However, it is required for the vendor to bring their own payment system and staff to man the merchandise booth.

The Dutch/European public rarely carries visas/credit cards. Make sure you bring a payment system that accepts debit cards. Cash is also allowed, provided you bring your own change. You are responsible for the safety of any cash and merchandise at all times.

Small Stand (next to the elevator):



Large stand:



Doors open
Our venue always opens one hour before each performance. The doors of the hall are opened 15 minutes in advance for seated and 60 minutes before a standing concert. The opening of the doors is always in consultation with our duty manager and stage manager.

The rules regarding late guests are different at each concert. This will be done in consultation with what is desirable from your production/crew.

Cashless
PHIL Haarlem is a cashless location. All our bars and payment systems only accept debit and credit cards.

Guestlist
To add names to the guest list, you can send them to l.geisterfer@ssphaarlem.nl from Monday to Thursday (5PM). Outside of these days, and in the evening, the guest list can be sent to publiekservice@ssphaarlem.nl no later than 2 hours before the event starts.

Safety
Security at our location is tailor-made. Concerts in the main hall with the maximum capacity without seats have 1 security guard as standard. If it is desirable that more security is present, this can be requested (in time) in consultation with production.

The backstage entrance will be guarded by a backstage porter.

WIFI
We have WIFI connection throughout the building. Upon arrival, you will receive the details to log in.

Smoking
Smoking is prohibited inside our entire building. You can smoke outside near the backstage entrance.