RIT | MAGIC Spell Studios

REQUEST: Fog Machine on the Sound Stage

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Requesting to use a Fog Machine on the Sound Stage

The MAGIC sound stage was designed to support the use of fog or haze in the studio when coordinated in advance. If you are a student or faculty interested in using a fog or haze machine, please follow the instructions below to submit your request.

Note

Using fog on the sound stage requires approval from multiple RIT departments, including **MAGIC, Public Safety, RIT Risk Management, FMS, and RIT Environmental Health and Safety**. Because of this you **must submit your request at least 2 weeks in advance.**

In order to use fog on the stage, the **smoke detectors in the studio and the hallways outside the studio doors must be deactivated.** This is a **manual process which can only be done by a representative from FMS,** after approval from all above RIT departments. Because of this, **MAGIC will only accept fog requests for one weekend studio shoot day for your production.** This means you must pick Saturday or Sunday. We cannot accommodate both dates. **Fog requests must fall within the below time frames:**

Monday - Friday: 9am - 9pm

Saturday or Sunday: 12pm - 8pm

Request Process & Required Information

1. Navigate to https://helpdesk.magic.rit.edu/new-ticket to begin a new request.
2. Be sure your “Department” is set to **MAGIC Spell Studios**, and under “Support Type,” select:
    1. **Production Support > Specialty Permission Request > Fog Machine on Sound Stage**
3. In the subject line, include “**Studio Fog Machine Request.”**
4. Follow the remaining prompts on the request form. Be sure to include as many details as possible!

Warning

Remember: **FMS will reactivate the smoke detectors at your provided end time.** This means you must not only be done using the fog machine, **but plan time for the fog to dissipate as well before the smoke detectors are reactivated**. **If the fog has not fully dissipated, you run the risk of setting off the RIT fire alarm.**

Once your Request is Submitted

- MAGIC may respond via email asking for additional information, if needed.
- Your request will be submitted to remaining RIT departments before final approval.
- You will receive request approval/denial via email.
- You may follow up on your request using the same helpticket. Please do not submit multiple tickets for one request.

Warning

Failure to follow procedures outlined above will set off the smoke detectors in the building. You may not use a fog machine on the sound stage without prior permission to do so.

Please understand that MAGIC cannot accommodate all fog machine requests based on scheduling and bandwidth. Our partners in FMS have been very gracious to offer up their time on the weekends to support SOFA students. Please be respectful and considerate of their time.