

PAC EQUIPMENT FORM; Directions for use (please read):

Return to PAC Coordinator within 5 days of Facility App submittal - fax 425-456-4584 OR 12037 NE 5TH Street, Bellevue WA 98005
 To complete this form: In the **COLUMN** of the school being used **CIRCLE** the items needed.

If the equipment is available at that school, a 'Y' will be indicated. If it is not available 'N' is indicated. Associated costs are indicated with 'SY'. A number indicates the *general* amount available at that school; *each theater, and the equipment within, are used daily for learning. At times the full number indicated is not available.*

Add special instructions on each line or at bottom in the comments section

Name of Event:		Contact Name: SRINI ACHARYA
Date of Event: 6/26/11 PAC: SHS		Contact Number: 425-722-0381
Description of Event: DANCE INDIAN CLASSICAL - GRADUATION		
Add Comments in this column or at bottom		IS IHS NNS SHS
STAGE		
FULL STAGE Or		Y Y Y Y
HALF STAGE Or <input checked="" type="checkbox"/>	(Mid-stage forward)	N Y Y Y Y
APRON ONLY	(In front of Grand curtain- generally used for lectures)	Y Y Y Y
Grand Curtain Set <input checked="" type="checkbox"/>	Circle one of the following: 1)Down & closed; 2)Down & open; 3)Stage Framed	/ / / /
Podium <input checked="" type="checkbox"/>	Identify which side of stage	Y Y Y Y
Choir Risers <input checked="" type="checkbox"/>	Associated Costs & for public users only. Must be Ordered; 3 sections, 3 risers (20 students per section - no backs)	SY SY SY SY
Shells <input checked="" type="checkbox"/>	Associated Costs to public users	N SY SY SY
Clouds <input checked="" type="checkbox"/>	Associated Costs to public users	N N SY SY
LIGHTING		
House/Lecture	Audience and apron lights only	Y Y Y Y
Standard	Can be operated by User from panel or turned on at start of program and left	Y Y Y Y
Custom <input checked="" type="checkbox"/>	Requires Technician - Specific include info on spots & gels etc. Technician - 4 hrs	SY SY SY SY
AUDIO		
Use of most all items below requires a technician → outside technician		
Choir Mic		2 2 0 2
Stage Monitor		4 4 4 4
Wireless Mic		1 2 3 2
Floor Mic		0 4 0 3
Directional Corded Mic		5 8 8 8
Communication Head-Sets		6 6 12 6
Projector (permanently mounted)	EPSON PowerLite 8300NL, User must bring in computer to project presentations	Front Front Front Rear
Projection Screen	Permanently mounted in front of main curtain at all schools	Y Y Y Y
USER PROVIDED COMPUTER	No MAC Support	
CD Player		Y* Y* Y Y*
DVD Player		Y Y N N
Assisted Listening Devices		N Y Y Y
Mic Stands		Y Y Y Y
Music Stands	Must be Ordered - In bulk of 30; 50 total; for public users only	Y Y Y Y
Piano	Uprights only; flat use fee of \$120.00 (tuning costs) to all except residing school	SY SY SY SY
Other		
Locking Fly Rail <input checked="" type="checkbox"/>	Requires Technician	N Y Y Y
"Green" Room <input checked="" type="checkbox"/>	List items needed, (e.g. tables, chairs)	Y Y Y Y
Ticket Booth <input checked="" type="checkbox"/>		N Y Y Y
Coat Room <input checked="" type="checkbox"/>		N N N Y
Orchestra Pit <input checked="" type="checkbox"/>	Associated Cost Flat Fee of \$100.00 cover removal/installation	N SY SY SY
Lobby <input checked="" type="checkbox"/>		Y N N Y
Other Rooms Needed	List other rooms being requested for use in the school → Cafeteria	

*cannot accept MP3 formatted disks

Additional Comments: (please be as specific as possible, we will be using this to support your event)

Need Lighting Technician for four hours. (2:30 PM - 6:30 PM)
 Audio - we are hiring an outside technician for this.