

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

Complete this form by circling the boxes in the row of equipment needed, within the column of the school being used. If available, a 'Y' will be indicated, if not available 'N' is indicated. If a number is indicated it means that is the total number available at that school; circle and then make a note as to how many are actually needed.

Add special instructions on each line or at bottom and turn in 30 days in advance of program. When a dollar sign is indicated it means there are associated costs for use. Email back to sender or fax to 425.456.4584.

Name of Event: <u>SPRING CONCERT / ALL BANDS</u>	Your Name: <u>DAVEA KEM</u>
Date of Event: <u>3/31/10</u>	School: <u>INTERLAKE HS</u>
Contact Number: <u>456-7300</u>	
Description of Event: <u>SPRING CONCERT</u> <u>MUSIC DEPT / ALL BANDS</u>	

Add Comments in this column ↓		IS	IHS	IPS	SHS
STAGE					
FULL STAGE Or		Y	<u>Y</u>	Y	Y
HALF STAGE Or	<small>(From mid-traverse or center stage forward)</small>	N	Y	Y	Y
APRON ONLY	<small>(In front of Grand or main curtain only)</small>	Y	Y	Y	Y
Grand Curtain Set	<small>Circle one of the following: 1) Down & closed, 2) Down & open, 3) Stage Framed</small>				
Podium	<small>(Identify which side of stage)</small>	Y	Y	Y	Y
Choir Risers		N	Y	Y	Y
Band Risers		N	Y	N	N
Platforms		N	N	N	Y
Shells	<small>Associated Costs</small>	N	\$Y	\$Y	\$Y
Clouds	<small>Associated Costs</small>	N	N	\$Y	\$Y
LIGHTING					
House/Lecture	<small>Audience and apron only lights only</small>	Y	Y	Y	Y
Standard	<small>Operated by User from panel</small>	Y	<u>Y</u>	Y	Y
Custom	<small>Requires Technician -- Specific; include info on spots & genie lift</small>	\$Y	\$Y	\$Y	\$Y
AUDIO					
<small>Use of most all items below requires a technician (\$ for public users)</small>					
Choir Mic		2	2	0	2
Stage Monitor		4	4	4	4
Handheld Wireless Mic		1	<u>1</u>	2	1
Lapel Wireless Mic		0	1	1	1
Countryman Wireless Mic		0	0	1	1
Floor Mic		0	4	0	3
Directional Mic		2	6	6	6
Instrument Mic		1	2	2	2
Communication Head-Sets		6	6	12	6
Projector (permanently mounted)	<small>User must bring in computer to project presentations/dvds</small>	Front	Front	Front	Rear
Projection Screen	<small>Permanently mounted in front of Grand or Main Curtain at all Schools</small>	Y	Y	Y	Y
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	<small>Must be ordered in bulk of 30; 60 total for public users only</small>	Y	Y	Y	Y
Piano	<small>Uprights only; flat use fee of \$120.00</small>	\$Y	\$Y	\$Y	\$Y
Computer (User Provided)		N	N	N	N
Other					
"Green" Room	<small>List items needed, i.e., tables, chairs</small>	Y	Y	Y	Y
Ticket Booth		N	Y	Y	Y
Coat Room		N	N	N	Y
Orchestra Pit	<small>Flat Fee of \$100.00 cover removal/installation</small>	N	\$Y	\$Y	\$Y
Lobby		Y	N	N	Y
Other Rooms Needed	<small>List other rooms being used</small>				

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