

# BSD Performing Arts Centers

## Equipment Use Form

**Technical/Equipment Requirements:**

Name of Group: INTERLUDE IS  
 Name of Event: 8TH GRADE JHSIP INFO Event Date: 11 JAN 18  
 Contact: MICHAEL O'SHEA Email: oburnem@bsd.wisc.edu Phone: x 7311  
 Day of Event Contact Name and Number (if different from above): \_\_\_\_\_

**Additional Rooms Used:** (some rooms require approval and scheduling through the school)  
 Green Room  Ticket Booth  Commons/Lobby  Cafeteria  Other: \_\_\_\_\_

Expected Attendance \_\_\_\_\_ Number of Performers \_\_\_\_\_

**Event Description:**

Date	Time In (set-up)	House Opens	Event Start Time	Event End Time	Breakdown time
i.e. 4/5/2016	4:00pm	7:00pm	7:30pm	9:00pm	10:00pm

**Stage/Scenery:**  Grand Drape Circle: Open or  closed  Center Traveler Circle: Open or Closed  Cyc  
 Podium/Lectern Identify which side of stage R C L  Projection Screen (front projection only)  
 Projector: Computer or dvd Player (user must provide computer, no MAC support) Customer must provide adaptor to VGA  
 Bringing Set/Scenery Pieces: description \_\_\_\_\_  
 Flown Scenery\*: description \_\_\_\_\_  
*\*May require additional staff depending on use*

**Audio:** Indicate number needed. Number provided indicates how many available.

Microphones:  Wireless (1)  Lapel ( )  Wired ( )  Choir ( )  Floor/Boundary ( )  
 Mic Stands ( ) Boom or straight  Monitors  CD Player  Headsets

**Lighting:**  Lecture (apron only)  Standard (stage wash, can be operated by user)  
 Custom — Requires additional technician or user provided designer approved by the PAC Coordinator. Colored gels must be provided by the user.  
 Spot light — Requires additional technician or user provided operator approved by the PAC Coordinator/site supervisor.

**Additional:** These are available with an additional cost to public users

Music Stands ( )  Choir Risers ( )  Piano upright only  Shells  Clouds  Orchestra Pit

**Set-Up Diagram/Comments:** (any additional needs i.e. chairs in green room, etc.)

WILL PRESENT FROM FLOOR  
NO PODIUM OR SPEAKER LIGHTING