

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 "\$Y". 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 and not known until we arrive.

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

Name of Event: CORNERSTONE STUDIO RECITAL Day of Event Contact Name: LEA APARIS
 Date of Event: 6-18-16 PAC or Schl: BELLEVUE Day of Event Contact Number: 425-241-6015

Description of Event:
ANNUAL DANCE RECITAL: 12:30PM, 4PM, 7:30PM

Add Comments in this column or at bottom ↓

		BHS	IS	IHS	NHS	SHS
STAGE						
FULL STAGE Or		<u>Y</u>	<u>Y</u>	Y	Y	Y
HALF STAGE Or	(Mid-stage forward)	Y	<u>N</u>	Y	Y	Y
APRON ONLY	(In front of CLOSED Grand curtain- generally used for lectures)	Y	Y	Y	Y	Y
Grand Curtain Set (how do you want the main curtain to look?)	<u>CIRCLE ONE: 1)Down & closed 2)Down & open 3)Stage Framed (grand valanced at top w/false walls extended)</u>	/	/	/	/	/

LIGHTING						
House/Lecture	Audience and apron lights only	Y	Y	Y	Y	Y
Standard	AS IS when you enter PAC; no light adjustment; Can be operated by User from panel or turned on at start of program and left	Y	Y	Y	Y	Y
Custom	Requires Technician -- Specific; include info on spots & genie lift; COLORED GELS ARE USER PROVIDED	<u>SY</u>	<u>SY</u>	<u>SY</u>	<u>SY</u>	<u>SY</u>

AUDIO
 Use of most items requires technician

Choir Microphones	hung at front of stage; used for choirs	0	0	2	0	2
Wireless Microphones	Handheld/Lapel (or clip on)	<u>3</u>	1	2	2/3	1/0
Floor Table Boundary Microphones	lays flat on floor or table; suspension/clamp/candemore <u>would like to TAP SHOES</u>	<u>0</u>	0	2	3	3
Vocal Instrument Microphones	Dynamic Supercardioid	8	4	6	7	13
Mic Stands		8	3	4	7	8
Monitors/Speakers	Generally used for music/lectures	<u>2</u>	2	4	4	3
Communication Head-Sets (wired only)	<u>one on each side of stage</u>	<u>4</u>	6	6	6	12
Projector (permanently mounted in front of screens)	EPSON PowerLite 5505 1020 Lumens 1020 Lumens 1020 Lumens 1020 Lumens	Front	Front	Front	Front	Front
Projection Screen	Permanently mounted in front of stage curtains for all activities	Y	Y	Y	Y	Y
USER MUST PROVIDE COMPUTER	No MAC Support	USER PROVIDED				
CD Player	*Cannot accept MP3 formatted disks	<u>Y</u>	Y*	Y*	Y	Y*
DVD Player		Y	Y	Y	N	N
Assisted Listening Devices		Y	N	Y	Y	Y

ADDITIONAL OPTIONS						
Podium	Identify which side of stage L <u>(R)</u>	<u>Y</u>	Y	Y	Y	Y
Music Stands	Must be Ordered; associated costs (delivery charge) for users only; in bulk of 30; 60 total	<u>SY</u>	<u>SY</u>	<u>SY</u>	<u>SY</u>	<u>SY</u>
Choir Risers	Must be Ordered; associated costs (delivery charge) for public users only; 4 sections, 3 risers/20 students per section – no backs	<u>SY</u>	<u>SY</u>	<u>SY</u>	<u>SY</u>	<u>SY</u>
Piano (Upright only)	Associated Costs to public users	<u>SY</u>	<u>SY</u>	<u>SY</u>	<u>SY</u>	<u>SY</u>
Shells	Associated Costs to public users	N	N	<u>SY</u>	<u>SY</u>	<u>SY</u>
Clouds	Associated Costs to public users	Y	N	N	<u>SY</u>	<u>SY</u>
Orchestra Pit	Associated Costs; cover removal/installation	<u>SY</u>	N	<u>SY</u>	<u>SY</u>	<u>SY</u>

Other						
Locking Fly Rail	Requires Technician	<u>Y</u>	N	Y	Y	Y
"Green" Room	List items needed, i.e., tables, chairs	<u>Y</u>	Y	Y	Y	Y
Ticket Booth		<u>Y</u>	N	Y	Y	Y
Coat Room		N	N	N	N	Y
Lobby		<u>Y</u>	Y	N	N	Y
Other Rooms Needed	<u>will need dressing room & "green room" class room & side hall area</u>					

(gen. used for musical feedback) *cannot accept MP3 formatted disks
Additional Comments: (please be as specific as possible, we will be using this to support your event)

of TABLES outside entrance: 4
 # of CHAIRS: 10