

Sammamish Performing Arts Center

Technical/Equipment Requirements:

Name of Group: Sammamish HS Admin

Name of Event: SHS Showcase Event Date: 1/19/17

Contact: Tom O'Connor Email: oconnort Phone: 7607

Day of Event Contact Name and Number (if different from above)
Andi Tomlinson / Tom O'Connor

Additional Rooms Used: (some rooms require approval and scheduling through the school)

Green Room Ticket Booth Commons/Lobby Cafeteria Other: _____

Expected Attendance: 400+ Number of Performers: MCs

Event Description:

speakers
principal

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
<u>1/19/17</u>	<u>4:00</u>		<u>6:30</u>	<u>7:00</u>	

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)

Bringing Set/Scenery Pieces: description _____ Make sure they have bluetooth remote for computer to advance slides

Flown Scenery*: description _____

*May require additional staff depending on use

Wireless Mic 1 now on Channel 23, and mic 2

Audio: Indicate number needed. Number provided indicates how many available. on channel 24

Microphones: Wireless 2 (2) Lapel 1 (___) Wired 7 (___) Floor/Boundary 4 (___)

Mic Stands 2 (___) 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 60 (___) Choir Risers 5 (___) Piano upright only Shells Clouds Orchestra Pit

Folding Chairs (___) Tables (___) Band Risers (___)

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