

**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 5<sup>TH</sup> 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: <u>GANOLSAVAM 2013</u>	Day of Event Contact Name: <u>ASHLEY ELENJICKAL</u>
Date of Event: <u>3/23/2013</u> PAC or Schl: <u>PAC</u>	Day of Event Contact Number: <u>425 273 6021</u>
Description of Event: <u>LIVE ORCHESTRA</u>	

Add Comments in this column or at bottom ↓		IS	IHS	NHS	SHS
<b>STAGE</b>					
<b>FULL STAGE</b> Or		Y	<b>Y</b>	Y	Y
<b>HALF STAGE</b> Or	(Mid-stage forward)	N	Y	Y	Y
<b>APRON ONLY</b>	(In front of CLOSED Grand curtain- generally used for lectures)	Y	Y	Y	Y
<b>Grand Curtain Set</b> (how do you want the main curtain to look?)	<b>CIRCLE ONE:</b> 1) Down & closed 2) Down & open 3) Stage Framed (grand valanced at top w/false walls extended)	/	/	/	/
<b>LIGHTING</b>					
<b>House/Lecture</b>	Audience and apron lights only	Y	Y	Y	Y
<b>Standard</b>	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
<b>Custom</b>	Requires Technician – Specific; include info on spots & galle lift; COLORED GELS ARE USER PROVIDED	\$Y	<b>\$Y</b>	\$Y	\$Y
<b>AUDIO</b>					
Use of most Items requires technician					
<b>Choir Microphones</b>	hung at front of stage; used for choirs	0	2	0	2
<b>Wireless Microphones</b>	Handheld/Lapel (or clip on)	1	2	2/3	1/0
<b>Floor   Table   Boundry Microphones</b>	lays flat on floor or table; supercardioid   condensor	0	2	3	3
<b>Vocal   Instrument Microphones</b>	Dynamic   Supercardioid	4	6	7	13
<b>Mic Stands</b>		3	4	7	8
<b>Monitors/Speakers</b>	Generally used for musical feedback	2	4	4	3
<b>Communication Head-Sets (wired only)</b>		6	6	6	12
<b>Projector</b> (permanently mounted in front of screen)	EPSON PowerLite R3000N; User must bring in computer to project presentations	Front	Front	Front	Front
<b>Projection Screen</b>	Permanently mounted in front of main curtain at all schools	Y	<b>Y</b>	Y	Y
<b>USER MUST PROVIDE COMPUTER</b>		<b>USER PROVIDED</b>			
<b>CD Player</b>	*Cannot accept MP3 formatted disks	Y*	Y*	Y	Y*
<b>DVD Player</b>		Y	Y	N	N
<b>Assisted Listening Devices</b>		N	Y	Y	Y
<b>ADDITIONAL OPTIONS</b>					
<b>Podium</b>	Identify which side of stage L C R	Y	Y	Y	Y
<b>Music Stands</b>	Must be Ordered; associated costs (delivery charge) for user only in bulk of 30; 60 total	\$Y	\$Y	\$Y	\$Y
<b>Choir Risers</b>	Must be Ordered; associated costs (delivery charge) for public users only; 4 sections, 3 risers/20 students per section – no backs	\$Y	\$Y	\$Y	\$Y
<b>Piano (Upright only)</b>	Associated Costs to public users	Y	Y	Y	Y
<b>Shells</b>	Associated Costs to public users	N	\$Y	\$Y	\$Y
<b>Clouds</b>	Associated Costs to public users	N	N	\$Y	\$Y
<b>Orchestra Pit</b>	Associated Costs; cover removal/Installation	N	\$Y	\$Y	\$Y
<b>Other</b>					
<b>Locking Fly Rail</b>	Requires Technician	N	Y	Y	Y
<b>"Green" Room</b>	List items needed, i.e., tables, chairs	Y	<b>Y</b>	Y	Y
<b>Ticket Booth</b>		N	Y	Y	Y
<b>Coat Room</b>		N	N	N	Y
<b>Lobby</b>		Y	N	N	Y
<b>Other Rooms Needed</b>	List other rooms being requested for use in the school				

(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)