

Sammamish Performing Arts Center

Technical/Equipment Requirements:

Name of Group: Equity Department

Name of Event Rite of Passage Event Date 5/12/2017

Contact Ramika Toms Email tomsr@bsd405.org Phone x 4027

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 Common Lobby Cafeteria Other: _____

Expected Attendance 75-100 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
5/12/2017	4:00pm		6:00pm	8:00pm	9:00pm

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)

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

Mic Stands 2 (___) Boom or straight Monitors CD Player Headsets

Guest Saxophonist may need additional sound support

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 (4) Band Risers (___)

3 tables Lobby (1 registration, 2 food) 1 table on stage

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