

## Sammamish Performing Arts Center

### Technical/Equipment Requirements:

Name of Group: Seattle Japanese School

Name of Event Graduation Ceremony Rehearsal Event Date 3/10/2018

Contact Mao Tanaka Email tanaka@seajschool.org Phone (425) 643-1661

Day of Event Contact Name and Number (if different from above)

(425) 435-8011

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

Green Room  Ticket Booth  Commons/Lobby  Cafeteria  Other: \_\_\_\_\_

Expected Attendance 150 Number of Performers 100

### 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
<u>3/10/2018</u>	<u>8:30am</u>	<u>8:45am</u>	<u>8:45am</u>	<u>3:00pm</u>	<u>3:30pm</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  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 (2)  Lapel 1 (  )  Wired 7 (1)  Floor/Boundary 4 (  )

Mic Stands 2 (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 (2)  Band Risers (  )

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