

**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: WATA Day of Event Contact Name: SHREEDHAR  
 Date of Event: 6/25 PAC or Schl: BHS Day of Event Contact Number:  
 Description of Event: MUSICAL

Add Comments in this column or at bottom ↓

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

<b>LIGHTING</b>						
House/Lecture	Audience and apron lights only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Custom	Requires Technician -- Specific; include info on spots & genic lift; COLORED GELS ARE USER PROVIDED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

**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)	3	1	2	2/3	1/0
Floor Table Boundry Microphones	lays flat on floor or table; supercardioid condensar	0	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 musical feedback	2	2	4	4	3
Communication Head-Sets (wired only)		<input checked="" type="checkbox"/>	6	6	6	12
Projector (permanently mounted in front of screens)	EPSON PowerLite B300NL; User must bring in computer to project presentations	<input checked="" type="checkbox"/>	Front	Front	Front	Front
Projection Screen	Permanently mounted in front of main curtain at all schools	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USER MUST PROVIDE COMPUTER	No MAC Support	USER PROVIDED				
CD Player	*Cannot accept MP3 formatted disks	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
DVD Player		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Assisted Listening Devices		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BRINGING IN  
ELMO FOR  
AUDIO

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

<b>Other</b>						
Locking Fly Rail	Requires Technician	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
"Green" Room	List items needed, i.e., tables, chairs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ticket Booth		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coat Room		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lobby		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other Rooms Needed	List other rooms being used in Additional Comments below					

FOR BANNER

(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)  
 RISERS SHOULD BE DELIVERED FOR SET-UP (CUSTODIAN) ON STAGE  
 TABLE IN LOBBY