

Sammamish Performing Arts Center

Technical/Equipment Requirements:

Name if Group: SHS Admin
 Name of Event: Curriculum Night Event Date: 9/15/16
 Contact: _____ Email: powersw@bsd405 Phone: x 7609
 Day of Event Contact Name and Number (if different from above): Scott Powers x 7609

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: 1

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>6:30 p</u>	<u>6:45 p</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 _____
 Flown Scenery*: description _____
 *May require additional staff depending on use

Audio: Indicate number needed. Number provided indicates how many available.
 Microphones: Wireless 2 (1) 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.)