Bellevue Performing Arts Center

Technical/Equipment Requirements:

Name of Group: BELLEVUE Youth SYMPHONY ORCHESTRAS

Name of Event BYSO WINTER CONCERTS   **Event Date** DECEMBER 4, 2016

Contact JULIO CRUZ   **Email** tuorjulio@gmail.com   **Phone** 631.804.8359

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 ☐ Commons/Lobby ☐ Cafeteria ☒ Other: BAND/ORCHESTRA ROOM

Expected Attendance ~300   **Number of Performers** ~150 PER Concert

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
	12:00 PM	1:50 PM	2:PM 4:30PM & 7:70PM	9:00 PM	10:00 PM

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 4 (1) ☐ Countryman/Lapel 4 (___) ☐ Wired 15 (___)

☒ **Mic Stands** 8 (1) Boom or (straight) ☐ Monitors 2 ☐ CD Player ☐ Connect ipod ☐ Headsets 4 (___)

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 (ALL) ☐ **Choir Risers** 4 (___) ☐ **Band Risers** (___) ☐ **Piano** upright only ☐ **Shell Clouds**

☐ **Orchestra Pit** ☐ **Folding Chairs** (___) ☐ **Tables** (___)

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

BYSO Production TEAM to Arrive at Noon to set up. Please have stands and chairs moved to stage if possible. Will need approx. 65 chairs