

Sammamish Performing Arts Center

Technical/Equipment Requirements:

Name of Group: All Custodians
 Name of Event All Custodial meeting Event Date 10/13/17
 Contact Chris Hoogstad Email hoogstadebsd405.org Phone 206 512-0778
 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: _____

Expected Attendance 100 Number of Performers 3

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
10/13/2017	10:00am	11:00am	11:00am	2:30pm	3:00pm

Stage/Scenery: Grand Drape Circle: Open or closed Center Traveler Circle: Open or Closed Cyc

Podium/Lectern Identify which side of stage R 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

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.)