

## Sammamish Performing Arts Center

**Technical/Equipment Requirements:**

Name of Group: Sammamish High School ASB  
 Name of Event: SHS Film Festival Event Date: 1/16/18  
 Contact: Ian Duncan Email: duncania@bsd409.org Phone: 425-456-7683  
 Day of Event Contact Name and Number (if different from above):  
206-992-3457

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

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

Expected Attendance: 80 Number of Performers: 2 (Only Presenters)

**Event Description:**

Film Festival, 4 films (5-10 min each), small awards after.

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
1/16/2018	7:00 pm	7:05 pm	7:15 pm	8:15 pm	8:30 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 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.)

