

Newport Performing Arts Center

Technical/Equipment Requirements:

Name of Group: NCL
 Name of Event: movie in PAC Event Date: 2-11-18
 Contact: Karen Bovenkamp Email: Karenbovenkamp@hotmail.com Phone: 206-595-0932
 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: ~ 150-175 Number of Performers: _____

Event Description: mother/daughter charity group showing a movie about teen anxiety

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
2-11-18	2:30pm	2:45pm	3:00pm	4:15-4:30pm	4:30-5:00

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 3 (____) Lapel 2 (____) Wired 9 (____) Choir (____) Floor/Boundary (____)

Mic Stands (____) 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 (____) Choir Risers (____) Piano upright only Clouds Orchestra Pit

Folding Chairs (____) Tables (____) Band Risers

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

no additional items needed. Just a screen to show the movie. Thanks!