

Sammamish Performing Arts Center

Technical/Equipment Requirements:

Name if Group: _____

Name of Event BSD Coach's Training Event Date Aug 15, 2016

Contact Wes Newton Email newtonw@bsd405.org Phone 425-456-7611

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: Library, Atrium, 343, 312, 316, 110

Expected Attendance _____ Number of Performers _____

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
AUG 15, 2016			4:00pm	9:00pm	

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.)