

PAC EQUIPMENT FORM; Directions for use (please read):

Return to PAC Coordinator within 5 days of Facility App submittal – fax 425-456-4584 OR 12037 NE 5TH Street, Bellevue WA 98005

To complete this form: In the **COLUMN** of the school being used **CIRCLE** the items needed.

If the equipment is available at that school, a 'Y' will be indicated. If it is not available 'N' is indicated. Associated costs are indicated with '\$Y'. A number indicates the *general* amount available at that school; *each theater, and the equipment within, are used daily for learning. At times the full number indicated is not available.*

Add special instructions on each line or at bottom in the comments section

Name of Event: Naujoo	Contact Name: F Tafeshi
Date of Event: Feb 25, 2011 PAC: Sammamish	Contact Number: 425 533 3170
Description of Event: Ensemble	

Add Comments in this column or at bottom		IHS	WHS	SHS
STAGE				
FULL STAGE Or		Y	Y	Y
HALF STAGE Or	(In front of Grand curtain- generally used for lectures)	Y	Y	(Y)
APRON ONLY	(In front of Grand curtain- generally used for lectures)	Y	Y	Y
Grand Curtain Set	Circle one of the following: 1) Down & closed 2) Down & open 3) Stage Frame	Y	Y	Y
Podium	(Identify which side of stage)	Y	Y	Y
Choir Risers		SY	SY	SY
Shells	Associated Costs to public users	Y	SY	SY
Clouds	Associated Costs to public users	N	N	SY
LIGHTING				
House/Lecture	Audience and apron lights only	Y	Y	Y
Standard	Can be operated by User from panel or turned on at start of program and left	Y	Y	(Y)
Custom	Requires Technician – Specific: Include info on spots & galle lift	SY	SY	SY
AUDIO				
Use of most all items below requires a technician.				
Choir Mic		2	2	0
Stage Monitor		4	4	4
Wireless Mic		2	2	3
Floor Mic		0	4	0
Directional Corded Mic		5	8	8
Communication Head-Sets	ALL ON STANDS	6	6	6
Projector (permanently mounted)	EPSON PowerLite B3000L; User must bring in computer to project presentations		Front	Rear
Projection Screen	Permanently mounted in front of main curtain at all schools	Y	Y	Y
USER PROVIDED COMPUTER				
CD Player	No MAC support	Y*	Y*	(Y)
DVD Player		Y	Y	N
Assisted Listening Devices		Y	Y	Y
Mic Stands	(8)	Y	Y	(Y)
Music Stands		Y	Y	Y
Piano	Uprights only; flat use fee of \$120.00 (tuning costs) to all except residing school	SY	SY	(SY)
Other				
Locking Fly Rail	Requires Technician	N	Y	Y
"Green" Room	List items needed, i.e., tables, chairs	Y	Y	(Y)
Ticket Booth		N	Y	(Y)
Coat Room		N	N	(Y)
Orchestra Pit	Associated cost: fee of \$100.00 cover removal/instalation	N	SY	SY
Lobby	3 TABLES; ONE CHAIR EA.	N	N	(Y)
Other Rooms Needed				

*cannot accepted MP3 formatted disks

Additional Comments: (please be as specific as possible, we will be using this to support your event)

Handwritten notes:
 - ~~we should have speakers be powered~~
 7 chairs ON STAGE