

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

Return to PAC Coordinator within 5 days of Facility Approval submitted - Use Appropriate Circles for Y, N, SY, or SY\*.  
 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 'SY'. 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 and not known until we arrive.  
 Add special instructions on each line or at bottom in the comments section.

Name of Event: ASHA SEATTLE CONCERT 2016 Day of Event Contact Name: KASIH DIAL  
 Date of Event: JUNE 18, 2016 PAC or Schl: IHS Day of Event Contact Number: 425-786-1444  
 Description of Event: A non-profit Asha for Education, Seattle is organizing a Bollywood music concert with a local Seattle band - Om Band.

Add Comments in this column or at bottom ↓		B-F	P	HS	NHS	SIS
<b>STAGE</b>						
FULL STAGE Or		Y	Y	(Y)	Y	Y
HALF STAGE Or	[Mid-stage forward]	Y	N	Y	Y	Y
APRON ONLY	[In front of CLOSED Grand curtain - generally used for lectures]	Y	Y	(Y)	Y	Y
Grand Curtain Set (how do you want the main curtain to look?)	CIRCLE ONE: 1)Down & closed 2)Down & open 3)Stage Framed (grand valanced at top w/false walls extended)					
<b>LIGHTING</b>						
House/Lecture	Audience and apron lights only	Y	Y	Y	Y	Y
Standard	AS IS when you enter PAC, no light adjustment; Can be operated by User from panel or turned on at start of program and left	Y	Y	Y	Y	Y
Custom	Requires Technician - Specific, include into mic spots & general, COLORED GELS ARE USER PROVIDED	SY	SY	(SY)	SY	SY

Use of most items requires technician		B-F	P	HS	NHS	SIS
<b>AUDIO</b>						
Choir Microphones	hung at front of stage; used for choirs	0	0	2	0	2
Wireless Microphones	Handheld/Lapel (or clip on)	3	1	2	2/3	1/0
Floor Table Boundary Microphones	lays flat on floor or table; supercardioid condensor	0	0	2	3	3
Vocal Instrument Microphones	Dynamic Supercardioid	8	4	6	7	13
Mic Stands		8	3	4	7	8
Monitors/Speakers	Generally used for musical feedback	2	2	4	4	3
Communication Head-Sets (wired only)		4	6	(6)	6	12
Projector (permanently mounted in front of screens)	EPSON PowerLite 8300NT; User must bring in computer to project presentations	Front	Front	(Front)	Front	Front
Projection Screen	Permanently mounted in front of main curtain at all schools	Y	Y	(Y)	Y	Y
<b>USER PROVIDED</b>						
CD Player	*Cannot accept MP3 formatted disks	Y	Y*	(Y*)	Y	Y*
DVD Player		Y	Y	(Y)	N	N
Assisted Listening Devices		Y	N	(Y)	Y	Y

ADDITIONAL OPTIONS		B-F	P	HS	NHS	SIS
Podium	Identify which side of stage L C R	Y	Y	Y	Y	Y
Music Stands	Must be Ordered, associated costs (voluntary charge) for users only, in bulk of 30, 60 total	SY	SY	SY	SY	SY
Choir Risers	Must be Ordered, associated costs (voluntary charge) for public users only, 4 sections, 3 risers/20 students per section - no backs	SY	SY	SY	SY	SY
Piano (Upright only)	Associated Costs to public users	SY	SY	SY	SY	SY
Shells	Associated Costs to public users	N	N	SY	SY	SY
Clouds	Associated Costs to public users	Y	N	N	SY	SY
Orchestra Pit	Associated Costs; cover removal/installation	SY	N	SY	SY	SY

Other		B-F	P	HS	NHS	SIS
Locking Fly Rail	Requires Technician	Y	N	(Y)	Y	Y
"Green" Room	List items needed, i.e., tables, chairs	Y	Y	(Y)	Y	Y
Ticket Booth		Y	N	Y	Y	Y
Coat Room		N	N	N	N	Y
Lobby		Y	Y	N	N	Y
Other Rooms Needed	List other rooms being used in Additional Comments below					

(Spec. used for musical feedback) \*cannot accept MP3 formatted disks  
**Additional Comments: (please be as specific as possible, we will be using this to support your event)**

→ Communication Headsets - Need 3 (not 6)