

Interlake Performing Arts Center

Technical/Equipment Requirements:

Name if Group: RICA

Name of Event _____ Event Date Nov. 10 and 11, 2017

Contact Sunita Frivedi Email reenat88@hotmail.com Phone 425-638-3933

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: Kitchen

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
11/10/2016	6:00pm (Rehearsal/program lights)			9:00pm	
11/11/2016	4:00			8:00	10:30

Stage/Scenery: Grand Drape *Circle: Open or closed* Center Traveler *Circle: Open or Closed* Cyc *Commons use after end of PAC event*

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 2 (____) Wired 2 (____) Floor/Boundary (____)

Mic Stands (____) Boom or straight Monitors CD Player Headsets 4 (4)

Hook up computer for music

2 in booth

Lighting: Lecture (apron only) Standard (stage wash, can be operated by user)

2 back stage, one each side

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 Shells Clouds Orchestra Pit

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

Will have videographer in house

Staff assignments: Lights, Sound, Stage Manager (backstage)

Group will arrive at 3:30 to set up commons. PAC use from 4:00-8:00. Commons use continues until 10:30. Breakdown concludes at 11:30.