

# BSD Performing Arts Centers

## Equipment Use Form

### Technical/Equipment Requirements:

Name of Group: Sammamish High School

Name of Event Senior Recognition Event Date June 15th

Contact Jannely Quintana Email quintanaj@bsd405.org Phone 425-456-7621

Day of Event Contact Name and Number (if different from above)

Jannely Quintana X7621

**Additional Rooms Used:** (some rooms require approval and scheduling through the school)

Green Room  Ticket Booth  Commons/Lobby  Cafeteria  Other: \_\_\_\_\_

Expected Attendance 400

Number of Performers \_\_\_\_\_

### Event Description:

Senior Recognition / Senior Awards

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
6/15/17	5:00	5:45pm	6pm	8:30pm	9pm

**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) Customer must provide adaptor to VGA

**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** (\_\_\_\_)  **Wired** (\_\_\_\_)  **Choir** (\_\_\_\_)  **Floor/Boundary** (\_\_\_\_)

**Mic Stands** (1) 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  **Shells**  **Clouds**  **Orchestra Pit**

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