

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

Complete this form: CIRCLE the boxes in the **ROW** of equipment needed within the **COLUMN** of the school being used. If available, a 'Y' will be indicated, associated costs are indicated with '\$Y'. If it is not available 'N' is indicated. A number indicates the general amount available at that school; each theater, and the equipments within, are used daily for learning. As times the full number indicated is not available.

Add special instructions on each line or at bottom in the comments section and turn in 30 days prior to program. Fax to 425-456-4584.

Name of Event: DANCE PREMIER RECITAL	Contact Name: TINA OLDENBURG
Date of Event: 6/4 & 6/5 PAC: SHS	Contact Number: (425) 427-2328
Description of Event: Annual Dance school Recitals - 4 shows - 11am, 2pm, 5 & 8pm	

Add Comments in this column or at bottom		JS	HS	NHS	SHS
STAGE					
FULL STAGE Or		Y	Y	Y	(Y)
HALF STAGE Or	(the stage forward)	N	Y	Y	Y
APRON ONLY	(in front of Grand curtain- generally used for lectures)	Y	Y	Y	(Y)
Grand Curtain Set	Circle one of the following: 1) Down & closed 2) Down & open 3) Stage framed				
Podium	Identify which side of stage	Y	Y	Y	Y
Choir Risers		\$Y	\$Y	\$Y	\$Y
Shells	Associated Costs to public users	N	\$Y	\$Y	\$Y
Clouds		N	N	\$Y	\$Y
LIGHTING					
House/Lecture	Audience and apron only lights only	Y	Y	Y	Y
Standard	Can be operated by user from front	Y	Y	Y	Y
Custom	Requires technician - specifics include info on spots & center light - tech to be tested	\$Y	\$Y	\$Y	(\$Y)
AUDIO					
Use of most all items below requires a technician					
Choir Mic		2	2	0	2
Stage Monitor		4	4	4	(4)
Wireless Mic		1	2	3	(2)
Floor Mic		0	4	0	(3)
Directional Corded Mic		5	8	8	8
Communication Head-Sets		6	6	12	(6)
Projector (permanently mounted)	User must bring in computer to project presentations/dvds	Front	Front	Front	(Rear)
Projection Screen	Permanently mounted in front of main curtain at all schools	Y	Y	Y	(Y)
CD Player		Y*	Y*	Y	(Y*)
DVD Player		Y	Y	N	N
Assisted Listening Devices		N	Y	Y	Y
Mic Stands		Y	Y	Y	Y
Music Stands	Must be ordered in advance for public users only	Y	Y	Y	Y
Piano	Uprights only; #at use fee of \$120.00 (tuning costs) to all except residing school	\$Y	\$Y	\$Y	\$Y
Other					
Locking Fly Rail		N	Y	Y	Y
"Green" Room	List items needed, i.e., tables, chairs NO TABLES OR CHAIRS	Y	Y	Y	(Y)
Ticket Booth		N	Y	Y	(Y)
Coat Room		N	N	N	(Y)
Orchestra Pit		N	\$Y	\$Y	\$Y
Lobby		Y	N	N	(Y)
Other Rooms Needed	DRAMA / PRO ROOM				

*cannot accepted MP3 formatted disks

CAFETERIA

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