

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 and not known until we arrive.

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

Name of Event: Tetangona Formation Day Day of Event Contact Name: Sai Reddy

Date of Event: 4/11/15 PAC or Schl: IHS Day of Event Contact Number: 410 948 5406

Description of Event:

Add Comments in this column or at bottom ↕ BHS IS IHS NHS SHS

STAGE

| | | | | | | |
|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|-------------------------------------|---|---|
| FULL STAGE OR | | Y | Y | <input checked="" type="checkbox"/> | 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 | CIRCLE ONE: 1)Down & closed 2)Down & open 3)Stage Framed (Grand valanced at top w/false walls extended) <i>(How do you want the main curtain to look?)</i> | | | | | |

LIGHTING

| | | | | | | |
|---------------|---------------------------------------------------------------------------------------------------------------------------|-----|-----|-------------------------------------|-----|-----|
| House/Lecture | Audience and apron lights only | Y | Y | Y | Y | Y |
| Standard | AKS 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 info on spots & gentle lift; COLORED GELS ARE USER PROVIDED | \$Y | \$Y | <input checked="" type="checkbox"/> | \$Y | \$Y |

AUDIO

Use of most items requires technician

| | | | | | | |
|----------------------------------------------------|-------------------------------------------------------------------------------|---------------|-------|-------------------------------------|-------|-------|
| Choir Microphones | hung at front of stage; used for choirs | 0 | 0 | <input checked="" type="checkbox"/> | 0 | 2 |
| Wireless Microphones | Handheld/lapel (or clip on) | 3 | 1 | <input checked="" type="checkbox"/> | 2/3 | 1/0 |
| Floor/Table Boundary Microphones | lays flat on floor or table; supercardioid/condensor | 0 | 0 | <input checked="" type="checkbox"/> | 3 | 3 |
| Vocal/Instrument Microphones | Dynamic/Supercardioid | 8 | 4 | 6 | 7 | 13 |
| Mic Stands | | 8 | 3 | <input checked="" type="checkbox"/> | 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 screen) | EPSON PowerLite 9300ML; User must bring in computer for project presentations | Front | Front | <input checked="" type="checkbox"/> | Front | Front |
| Projection Screen | Permanently mounted in front of main curtain at all schools | Y | Y | <input checked="" type="checkbox"/> | Y | Y |
| USER MUST PROVIDE COMPUTER | No MAC Support | USER PROVIDED | | | | |
| CD Player | *Cannot accept MP3 formatted discs | Y | Y* | Y* | Y | Y* |
| DVD Player | | Y | Y | Y | N | N |
| Assisted Listening Devices | | Y | N | Y | Y | Y |

ADDITIONAL OPTIONS

| | | | | | | |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------|-----|-----|-------------------------------------|-----|-----|
| Podium | Identify which side of stage L C R | Y | Y | <input checked="" type="checkbox"/> | Y | Y |
| Music Stands | Must be Ordered; associated costs (delivery shared for users only; in bulk of 30; \$60 total) | \$Y | \$Y | \$Y | \$Y | \$Y |
| Choir Risers | Must be Ordered; associated costs (delivery charged for public users only; 4 sections, 3 risers/20 students per section – no backs) | \$Y | \$Y | \$Y | \$Y | \$Y |
| Piano (Upbright only) | Associated Costs to public users | \$Y | \$Y | \$Y | \$Y | \$Y |
| Shells | Associated Costs to public users | N | N | \$Y | \$Y | \$Y |
| Clouds | Associated Costs to public users | Y | N | N | \$Y | \$Y |
| Orchestra Pit | Associated Costs; cover removal/installation | \$Y | N | \$Y | \$Y | \$Y |

Other

| | | | | | | |
|--------------------|----------------------------------------------------------|---|---|-------------------------------------|---|---|
| Locking Fly Rail | Requires Technician | Y | N | Y | Y | Y |
| "Green" Room | List items needed, i.e., tables, chairs | Y | Y | <input checked="" type="checkbox"/> | 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 | | | | | |

(gen. 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)