

# BSD PAC EQUIPMENT FORM

Name of Event: <i>Fall Orchestra Concert</i>	Your Name: <i>Nancie Shaw</i>
Date of Event: <i>Oct 25, 2011</i>	Contact Number: <i>456-7536</i>
Description of Event: <i>NHS Orchestra concert, all 3 orchestras</i>	

## FORM DIRECTIONS:

Complete this form by checking all boxes required for event. Add special instructions on each line or at bottom and turn in 30 days in advance of program. Email back to sender or fax to 425.456.4584.

Add Comments in this column ↓		Indicate need here ↓		IS	IHS	NHS	SHS
<b>STAGE</b>							
FULL STAGE				Y	Y	✓	Y
HALF STAGE	From mid-traveler forward			N	Y	Y	Y
APRON ONLY	In front of Grand curtain only			Y	Y	Y	Y
Grand Curtain Set	Down&closed/down&open/Framed			Y	Y	Y	Y
Projection Screen	Mounted in front of grand			Y	Y	Y	Y
Podium	Which side of stage			Y	Y	Y	Y
Choir Risers				N	Y	Y	Y
Band Risers				N	Y	N	N
Platforms				N	N	N	Y
Shells	Associated Costs			N	\$Y	\$Y	\$Y
Clouds	Associated Costs			N	N	✓	\$Y
<b>LIGHTING</b>							
House/Lecture	Audience and apron only			Y	Y	Y	Y
Standard	Operated by User from panel <i>we need PLENTY of light on the stage</i>			Y	Y	✓	Y
Custom	Requires Technician <i>(cover whole stage area)</i>			\$Y	\$Y	(\$Y)	\$Y
<b>AUDIO</b>							
Use of most all items below requires a technician							
Choir Mic				2	2	0	2
Stage Monitor				4	4	4	4
Handheld Wireless	<i>1 for announcements from the stage</i>			1	1	✓	1
Lapel Wireless				0	1	1	1
Countryman Wireless				0	1	1	1
Floor Mic				0	4	(0)	3
Directional Mic	<i>(recording mics need to be operational)</i>			2	6	6	6
Instrument Mic				1	2	2	2
Communication Head-Sets				6	6	12	6
Projector (permanently mounted)				Front	Front	Front	Rear
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	<i>we bring our own</i>			Y	Y	✓	Y
Piano	Uprights only; flat use fee of \$120.00			\$Y	\$Y	\$Y	\$Y
Computer (User Provided)				N	N	N	N
<b>Other</b>							
"Green" Room				Y	Y	Y	Y
Ticket Booth				N	Y	Y	Y
Coat Room				N	N	N	Y
Orchestra Pit	Flat Fee of \$100.00 cover removal/installation			N	\$Y	\$Y	\$Y
Lobby	<i>parent boosters will be set up in Commons at 6:30</i>			Y	N	✓	Y
Other Rooms Needed							

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