

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 'SY'. 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.

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

Name of Event: <u>AP World History Review lecture series</u>	Contact Name: <u>Aaron Marsh</u>
Date of Event: <u>7/30/2011</u> PAC: <u>Newport</u>	Contact Number: <u>206-963-5948</u>
Description of Event: <u>Advanced Placement exam review for NHS students to consist of a series of overview lectures by NHS AP world history teachers.</u>	

Add Comments in this column or at bottom		IHS	NHS	SHS
STAGE				
FULL STAGE Or		Y	Y	Y
HALF STAGE Or	(Mid-stage forward)	N	Y	Y
APRON ONLY	(In front of Grand curtain-generally used for lectures)		Y	Y
Grand Curtain Set	Circle one of the following: 1)Down & closed 2)Down & open 3)Stage Framed (grand raised w/line walk)			
Podium	Identify which side of stage		Y	Y
Choir Risers	Associated Costs to public users	SY	SY	SY
Shells	Associated Costs to public users	N	SY	SY
Clouds	Associated Costs to public users	N	N	SY
LIGHTING				
House/Lecture	Audience and apron lights only	Y	Y	Y
Standard	AS IS when you enter PAC; Can be operated by User from panel or turned on at start of program and left	Y	Y	Y
Custom	Requires Technician - Specify: include info on spots & gnr's etc	SY	SY	SY
AUDIO				
Use of most items requires technician				
Choir Mic		2	2	0
Stage Monitor		2	4	3
Wireless Mic		1	2	1
Floor Mic	<u>Need one, whatever we have on site is fine.</u>	0	4	3
Directional Corded Mic		5	8	8
Communication Head-Sets		6	6	12
Projector (permanently installed)	EPSON PowerLite 8300NLS User must bring in computer to project presentations	Front	Front	Rear
Projection Screen	Permanently mounted in front of main curtain at all schools	Y	Y	Y
USER PROVIDED COMPUTER	Technical Support			
CD Player		Y	Y*	Y*
DVD Player		Y	Y	N
Assisted Listening Devices		Y	Y	Y
Mic Stands	<u>Need one</u>	3	5	6
Music Stands	Associated Costs to public users	SY	SY	SY
Piano	Uprights only; associated costs-tuning fee to all (including visiting schools) except reading school	SY	SY	SY
Other				
Locking Fly Rail			Y	Y
"Green" Room	Lat Rems needed, i.e., tables, chairs	Y	Y	Y
Ticket Booth		N	Y	Y
Coat Room		N	N	Y
Orchestra Pit	Associated Costs to public users	N	SY	SY
Lobby		Y	N	Y
Other Rooms Needed	Associated Costs to public users			

*cannot accept MP3 formatted disks

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