

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: <u>Senior Farewell</u>	Day of Event Contact Name: <u>Penny Lara</u>
Date of Event: <u>6/18/12</u>	Day of Event Contact Number: <u>425 681 6197</u>
Description of Event: <u>Senior farewell for graduating seniors</u>	

		IMS	SHS
STAGE			
FULL STAGE Or		Y	Y
APRON ONLY	(in front of CLOSED Grand curtain- generally used for lectures)	Y	Y
LIGHTING			
House/Lecture	Audience and apron lights only <u>Lighting on Stage</u>	Y	Y
Custom	Requires Technician - Specific; include info on spots & gels etc; COLORED GELS ARE USER PROVIDED	\$Y	\$Y
AUDIO			
Choir Microphones	hung at front of stage; used for choir	2	2
Floor (table) Boundary Microphones	lays flat on floor or table; supercardioid/condenser <u>1 mic for podium</u>	2	1/0
Mic Stands	<u>2 mic stands + 1 mic stand for podium</u>	6	3
Communication Head-Sets (wired only)		4	3
Projection Screen	Permanently mounted in front of main curtain at all schools	6	12
CD Player	*Cannot accept MP3 formatted disks	Y*	Y*
DVD Player		Y	N
Assisted Listening Devices		Y	Y
ADDITIONAL OPTIONS			
Podium	Identify which side of stage L or R <u>(R)</u>	Y	Y
Choir Risers	Must be Different; associated carts (delivery charges) for public users only; 4 sections, 8 risers/20 students per section - no backs	\$Y	\$Y
Clouds	Associated Costs to public users	N	\$Y
Other Rooms Needed	List other rooms being requested for use in the school	N	Y

(Note: 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)

Please email a.figuera94@gmail.com

Atenas Figuera

and

lara.fip@gmail.com

Penny Lara

we also need
1 stool

to confirm