

Newport Performing Arts Center

Technical/Equipment Requirements:

Name if Group: Seattle Overseas Chinese Association

Name of Event _____ Event Date October 10 and 11, 2016

Contact Jay Lin Email jaylin77@hotmail.com Phone _____

Day of Event Contact Name and Number (if different from above)

Additional Rooms Used: (some rooms require approval and scheduling through the school)

Green Room Ticket Booth Commons/Lobby Cafeteria Other: Lecture Halls

Expected Attendance 600-650 Number of Performers 12

Event Description:

10/10 - Rehearsal 10/11 - Singing Concert

Date	Time In (set-up)	House Opens	Event Start Time	Event End Time	Breakdown time
i.e. 4/5/2016	4:00pm	7:00pm	7:30pm	9:00pm	10:00pm
10/10/2016	6:00pm 5:30pm				10:00pm 9:30pm
10/11/2016	5:00pm		7:00pm	9:00pm	10:00pm

Stage/Scenery: Grand Drape Circle: Open or closed Center Traveler Circle: Open or Closed Cyc

Podium/Lectern Identify which side of stage R C L Projection Screen (front projection only)

Projector: Computer or dvd Player (user must provide computer, no MAC support)

Bringing Set/Scenery Pieces: description _____

Flown Scenery*: description Light weight Banner (vinyl with grommets) - Pipe 9

*May require additional staff depending on use

Audio: Indicate number needed. Number provided indicates how many available.

Microphones: Wireless 3 (3) Lapel 2 (____) Wired 9 (____) Choir (____) Floor/Boundary (____)

Mic Stands (____) Boom or straight Monitors CD Player Headsets 3 - SM Panel, Spot, Booth

Lighting: Lecture (apron only) Standard (stage wash, can be operated by user)

Custom — Requires additional technician or user provided designer approved by the PAC Coordinator. Colored gels must be provided by the user.

Spot light — Requires additional technician or user provided operator approved by the PAC Coordinator/site supervisor.

One of their staff may be trained how to operate spot

Teach their staff how to operate

Additional: These are available with an additional cost to public users

Music Stands (____) Choir Risers (____) Piano upright only Clouds Orchestra Pit

Folding Chairs (____) Tables (____) Band Risers

Set-Up Diagram/Comments: (any additional needs i.e. chairs in green room, etc.)

Will be bringing signs to designate seating areas. Use appropriate tape.