

Application For Use of Performing Arts Center

Group A (School) Classification ONLY

MUST BE TURNED IN TO PAC DIRECTOR NO LATER THAN TWO WEEKS PRIOR TO YOUR PERFORMANCE

Date _____ Date Of Use _____

Event Title _____ Start Time _____ End Time _____

Organization _____ One time performance ONLY? YES NO

School _____ If Multiple, list dates _____

Adult in charge _____ Number of Participants (approx) _____

Telephone _____ ext. _____ Rehearsal Date (s) _____

Other Contact Name _____ Start Time _____ End Time _____

Admission Charge for Event? YES NO x _____ *signature of Adult in charge*

PAC FACILITES NEEDED Will you have sets on Stage? YES NO

Will you need "reserved seating" for your group? YES (for how many _____) NO _____

Dressing rooms _____ coat room _____ concession stand _____ ticket booth _____ scene shop _____

EQUIPMENT NEEDED Will you need technician/operator (for sound & lighting)? YES NO

<u>FURNITURE & STAGE</u>	<u>AUDIO</u>	<u>VIDEO</u>	<u>LIGHTING</u>
chairs _____	cd player (2) _____	screen _____	special stage(explain) _____
tables _____	communication headsets _____	projector _____	following spot _____
risers _____	Ipod hookup _____	lap top (powerpoint) _____	
grand piano _____		dvd _____	
podium w mic _____	<u>MICROPHONES</u>	vcr _____	
acoustical clouds _____	hand held (corded) _____	computer for background _____	
OTHER _____	hand held (wireless) _____	OTHER _____	OTHER _____
	facial _____ lapel _____ (wireless)		
	table top / floor mic _____		
	hanging / drop mics _____		

BACK of stage

(Sketch your layout below where you would like chairs, tables, Risers, podium, microphones, etc set up)

Ric Clingaman

PAC Director
663-1030 ext. 1252
663-1054 fax

FRONT of stage