

# REQUEST FOR ARTHUR F. COUCH RESOURCES/EQUIPMENT

The following is a list of resources which should be completed when requesting use of PAC:

Title of Event: \_\_\_\_\_ Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Contact Information: Name \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Fax Number: \_\_\_\_\_  
 Cell Number: \_\_\_\_\_

**Audio/Visual Equipment**

**Check Off**

Chorus Microphones	
Instrumental Microphones	
Overhead Projector	
Podium Microphone	
Portable Projector	
Self Managed Microphone	
Sound Mixing Console	
Vocal Microphones	
<b><u>Facility</u></b>	
Band Room	
Chairs - Floor	
Chairs - Stage	
Choral Risers- Floor	
Choral Risers - Stage	
Chorus Room	
Dressing Room(s)/Make-Up	
Loading Dock	
Lower Lobby	
Ticket Booth	
Projector Booth	
<b><u>Maintenance Support</u></b>	
Custodial	
Electrical	
<b><u>Musical Instruments</u></b>	
Piano	
<b><u>Personnel Support</u></b>	
Audio Engineer	
Lighting Engineer	

Additional Requests: \_\_\_\_\_

Rec'd by Business Office \_\_\_\_\_

Date Entered to Calendar \_\_\_\_\_