

## **Las Positas College: Main Theater Event Overview**

*Please provide the following information in order for us to make a preliminary determination as to whether LPC staff is available to support the event. If so, a detailed walk-through meeting will be scheduled with the requester.*

**Title of Event:** \_\_\_\_\_

**Type of Event:**       Dance Performance                       Play                       Other:  
                                  Musical                                       Speaker                      \_\_\_\_\_

**Detailed Description of Event:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Date of Event:** \_\_\_\_\_

**Entry Time:** \_\_\_\_\_      **Event Time:** \_\_\_\_\_      **Exit Time:** \_\_\_\_\_

**Do You Need a Rehearsal?** \_\_\_\_\_      **Date of Rehearsal:** \_\_\_\_\_

**Entry Time:** \_\_\_\_\_      **Event Time:** \_\_\_\_\_      **Exit Time:** \_\_\_\_\_

**Number of Performers on Stage:** \_\_\_\_\_

**Describe Backdrops and Set Pieces:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Describe Lighting Requirements** (moving, side, top, floor, Gobos): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Describe Audio Requirements** (handheld, wireless, vocal, instrument microphones, 6+ channels):

\_\_\_\_\_  
\_\_\_\_\_

**Drape Requirements** (stationery, moveable, etc.): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Other Requirements:** \_\_\_\_\_

Laptop/PC     Screen, Projector     Scrim     Risers     Orchestra Shell, Pit     Piano

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### **College Equipment Rental Fees:**

<http://www.laspositascollege.edu/facilities/documents/EquipmentFeeScheduleUpdated8.1.15.pdf>

### **College Facility Rental and Staffing Fees:**

<http://www.laspositascollege.edu/facilities/documents/OfficialCLPCCDFeeSchedule9.1.15.pdf>