



SPILMAN TECHNICAL FORM

This completed form must be returned to your Event Coordinator at least two weeks prior to your event in order for our team to fulfill the needs of your event.

Event Name: _____

Session Date(s): _____ Session Time(s): _____

Setup/Load-in: _____ Rehearsal Time(s): _____

Event Auditorium Contact Name : _____ Phone:(____) _____ - _____ Email: _____

Stage needs: *Please fill in all that apply.*

(choose one) _____ Podium Mic _____ Music Stands *(number needed)* Other: _____

Choir: Chair risers are available for up to 150 people

_____ Choir *(number of members)* _____ Soloists *(number performing)*

64 stage inputs and 8 monitor mixes available

Band: *Ridgecrest can provide a piano for use by the band. Any other instruments the event requires will need to be rented through your Event Coordinator. If using the piano, please let us know 2 weeks in advance so that we can have it tuned. A tuning fee will apply.*

Please send any Input List or Tech Rider the band may have.

- | | |
|--|---|
| _____ Acoustic Drums <i>(how many piece kit)</i> | _____ Wireless Mics <i>(6 available)</i> |
| _____ Electric Drums | _____ Body Packs <i>(4 available)</i> |
| _____ Acoustic Guitar | _____ CD Recorder <i>(Ridgecrest does not provide blank CD's)</i> |
| _____ Electric Guitar | _____ Other Instruments <i>(explain below)</i> |
| _____ Bass | _____ |
| _____ Keys | _____ |
| _____ Wired Mics | _____ |

Projection: A PC is provided for use. If you choose to bring your own, please specify below.

Format: PC MAC *(Please bring your VGA adapter)*

The use of all audio visual equipment in Spilman Auditorium is \$250 per day and includes all necessary audio visual technicians. Any technician required to stay after quiet hours will be charged at \$50 per person, per hour.

Please contact A/V Conference Services to discuss your audio visual needs.

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Full Apron Width (at main curtain)	55'6"
Full Stage Depth (edge of stage to back of stage wall)	33'6"