

# Auditorium Use of Facility Technical Form

Please fill out the following items providing as much detail as possible

Name of Organization:

Contact Name:

Contact Phone Number:

Contact Email:

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Type of Event

General Meeting  
Vocal Music Group  
Instrumental Music Group  
Theatrical Music Group  
Dance Performance

**Use of Stage**

Downstage (closest to Audience)  
Center Stage (Center black curtains are closed)  
Full Stage (Furthest set of curtains are closed)  
Stage Right Wing  
Stage Left Wing

**Lighting**

Full, General Lighting  
House Lighting (Audience)  
Other (Please specify below)

Other Lighting:

**Sound** (Microphones)

**Sound** (Music)

**Other**

Projector  
Projection Screen  
Podium

Meet with Technical Director?