

# AUDITORIUM/STAGE REQUEST

*Please complete this form and return to Carlo Stebbings or e-mail to [cstebbing@yorkcatholic.org](mailto:cstebbing@yorkcatholic.org) at least 3 days before event.*

**Date and time of event (include practices):**

_____	_____
_____	_____
_____	_____

**Audience:** \_\_\_\_\_

**Stage needs: (Number and/or arrangement)**

	Chairs:	Left side ( facing stage)
	Podium(s)	Right side
	Acoustical shells	
	Altar	

**Projection needs:**

**Lighting:**

**Sound needs:**

	Scrim		General lighting		Numbers and types of microphones (wireless, handheld)	
	Screen		Colored lights/Spot lights		CD or cassette tape (including tracks or songs to be played)	
	Projector					
	VCR/DVD					