

Fine Arts/Music Equipment

If you need fine arts or music equipment, please fill out the following form then submit it to the appropriate department. A technician will contact you to discuss your specific needs and confirm equipment reservations. If you have questions while filling out this form please contact the Fine Arts Theatre Manager at (415) 485-9577 or the Music Department at (415) 485-9460.

Fine Arts/Music Equipment Request Form			
Booked Date	Name		Department
Extension	Phone		E-mail
Date(s) Needed	From (time)	To (time)	Room/Location
<p>The Fine Arts and Music Departments have the following equipment available for use. Please keep in mind that as an educational institution, priority will be given to those using it for instructional purposes. Once this form has been received by the department a technician will contact you to discuss your specific needs.</p> <p>If booking FA 72 or FA 150 it is required that you hire a COM House Manager. Have you done this? If not please call (415) 485-9460.</p>			
<input type="checkbox"/> Piano in Auditorium (concert and one rehearsal) <input type="checkbox"/> Piano tuning (to be done only by college tuner) <input type="checkbox"/> Platform risers <input type="checkbox"/> Standing choral risers <input type="checkbox"/> Acoustic shell Fine Arts/Music/Drama Equipment <input type="checkbox"/> Basic Sound System/one mic <ul style="list-style-type: none"> <input type="checkbox"/> Two mics <input type="checkbox"/> Three mics <input type="checkbox"/> Direct Box <input type="checkbox"/> Music Stands Quantity _____		<input type="checkbox"/> Basic sound system plus sound effects <input type="checkbox"/> Projection booth/one projector including sound <input type="checkbox"/> Two projectors including sound Lighting Equipment/Fine Arts <input type="checkbox"/> Lecture lighting setup <input type="checkbox"/> Music lighting setup (includes pit lights, music stand, setup, and conductors spot) <input type="checkbox"/> Basic lighting setup/six acting areas (color media not included) <input type="checkbox"/> Fresnels, ellipsoidals, scoops, sunspots <input type="checkbox"/> Borders, 30 foot sections	