



Equipment and Staging Request Form
Session Information

Type of Session Concert Session **X** Interest Session

Title of Session or Name of Choir: “Helping Your Choir Sing Better ... Gospel ...”

Name of Presenter or Conductor: James B. Kinchen, Jr.

Orchestra Hall will have 9 sections for 4 step choral risers and shell. A grand piano will also be available for use. Please indicate below any additional equipment needs you may have. Those items listed will be available to you for your session or concert.

<u>Item</u>	<u>Number Requested</u>	<u>Item</u>	<u>Number Requested</u>
4 step Choral Risers	<u> </u>	Piano	<u> X </u>
Music Stand	<u> X </u>	Lectern	<u> </u>
Director's Podium	<u> </u>	Speaking Mic	<u> X </u> (depending on room size)
Chair	<u> </u>	Other	CD player

Set-up Diagram...please use the space below to indicate where you would like equipment on the stage or in your session room: no special configuration just so there is reasonable proximity of piano and CD player to audience.

Audience

Please email this form by **October 23rd** to Robert Youngquist at: ryoungqu@washington.k12.ia.us