

NORTH WHITE HIGH SCHOOL AUDITORIUM
310 East Broadway Monon, IN 47959
219-253-6638

Jeff Jones, Principal
Robert Malchow, Auditorium Director
Dick Stimmel, Technical Director

Use of Auditorium Request

Function _____

Date _____

Person in Charge _____

AREA NEEDED:

- A. Full seating capacity - 501
- B. Main Floor Seating - 317
- C. Lecture Room - 60
- D. Back stage and dressing facilities
- E. Stage area:
 - 1. Blue Curtain area - ¼ stage
 - 2. Buff curtain area - ½ stage
 - 3. Black curtain area - full stage

HOUSE SPECIFICS:

- A. Doors open from _____ to _____
- B. Custodial services*
- C. Lighting equipment & control panel**
- D. Sound equipment & control panel **
- E. Piano
 - 1. On stage
 - 2. Orchestra pit
- F. Microphone(s) location on back diagram
- G. Riser location on back diagram
- H. Chair location on back diagram
- I. Other _____

* Sponsors need to arrange for custodial needs.

** Only trained school personnel run the electronic equipment.

Sponsors must make arrangements to see that all Equipment - risers, microphone, decorations, and stage props are removed from the stage in a timely manner. Any items left behind will be discarded. Please help insure the next group has access to the stage.

Signed _____ Date _____

NORTH WHITE HIGH SCHOOL AUDITORIUM
310 East Broadway Monon, IN 47959
219-253-6638

Jeff Jones, Principal
Dick Stimmel, Technical Director
Dean Cook, Director of Transportation/Buildings & Grounds

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HEATING/COOLING

Building: _____
Sponsor: _____
Date(s): _____

Event location	Date	Start	Date	End
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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Please be sure this form is distributed to the following:

- Dick Stimmel _____
- Dean Cook _____
- Central Office _____
- Building Principal _____
- Connie Linback _____

