

# TECHNICAL CHECKLIST

Title of song or act:  
\_\_\_\_\_

Type of Act: Acting Singing Dance Instrumental  
Other: \_\_\_\_\_

School, Teacher, Phone: \_\_\_\_\_

Performer(s) and/or Performing Group:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Lighting Notes: Do you want the theme of the piece or particular clothing items to influence lighting? If so, briefly describe the theme, clothing or lighting.**

Check all that apply.

\_\_\_\_\_ Microphone(s): number needed and...  
How do you want your microphone?  
\_\_\_\_\_ In hand of performer  
\_\_\_\_\_ On a mic stand

No Microphones Needed

Audio Track

Live Music

Keyboard

\_\_\_\_\_ I will use auditorium keyboard

\_\_\_\_\_ I will bring my own keyboard

Instrument(s) with pick-up...please list:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Instrument(s) needing a microphone for Amplification...please list:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Clear Stage for Dance or Movement

Special Notes Regarding Audio Track (fading time or start time for example – be exact!) State what media you will provide: CD, Flash drive  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Special instructions regarding the instruments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If not a clear stage, and you have a special 'set' in mind, describe below how you wish to have instruments or other props and set pieces placed.

Also, list any other questions, concerns or special circumstances:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_