



STAGE REQUEST

Today's Date _____

Name of Organization/Department _____

Contact person's name and number _____

Reservation done for outdoor activity? Yes No

Event/Location _____

Date/Time of Event _____

Date of Stage set-up _____ Stage breakdown _____

Power Requirements _____

Size needed for outdoor stage:

_____ Full size (16x40)

_____ Half (16x20)

Size needed for indoor stage: (Not actual stage, platform)

_____ Indoor (panels are 4x8)—please specify size _____

Steps: Please circle one-- 1 set 2 sets

Location of steps _____

Signature

Date