

SET UP REQUESTS:

_____ Chairs (*quantity*) _____ Tables (*quantity*)

_____ Podium _____ Orchestra Shell

_____ Yamaha _____ Steinway

Do You want the Piano Tuned? Yes _____ No _____
(There is a \$85 fee for this)

List other requests here: _____

TECHNICAL REQUESTS: *Please describe fully*

Lights: _____

Sound: _____

If bringing in equipment, please describe placement in Auditorium:

Berger Performing Arts Center Staff needed for event:

_____ Lighting Engineer _____ Sound Engineer

Will tickets be sold? Yes No Date on Sale: _____ Ticket Prices: _____

Will Berger Box Office Be Needed on date of Event (there is a rental fee of \$50)? Yes No

(This just refers to the use of the box office room and window - The Berger Performing Arts Center does not provide any ticketing services)

Estimated Attendance: _____

Will Merchandise be sold? Yes No
(House collects 10%)

Describe Merchandise: _____

Other Comments: _____

Can Berger Staff Sell Concessions (*chips, soda, etc...*) at your event? Yes No

IMPORTANT PLEASE READ!

With Respect to the Applicant's Use of ASDB Facilities, the applicant agrees to:

1. Comply with all federal, state and municipal laws and regulations in addition to the rules of the School, and to provide adequate supervision of all activities. Abide by all school policies while using school facilities. **THE CONSUMPTION OR USE OF DRUGS OR ALCOHOL IS STRICTLY PROHIBITED ON SCHOOL GROUNDS. AS OF January 1, 1993, IN ACCORDANCE WITH BOARD POLICY, THERE WILL BE NO SMOKING ON ANY SCHOOL PROPERTY, IN ANY SCHOOL BUILDING NOR IN ANY SCHOOL VEHICLE.**
2. Indemnify, defend and hold harmless the STATE and SCHOOL from any loss or claim for damages by reason of any bodily injury or property damage arising out of such use.
3. Provide a **CERTIFICATE OF INSURANCE** from the applicant's insurance carrier certifying that the applicant carries liability insurance at limits of not less than \$1,000,000 per person and \$500,000 per occurrence on Bodily Injury and \$1,000,000 per occurrence on Property Damage. The Arizona State Schools for the Deaf and the Blind and the State of Arizona must be named as an additional insured thereunder.