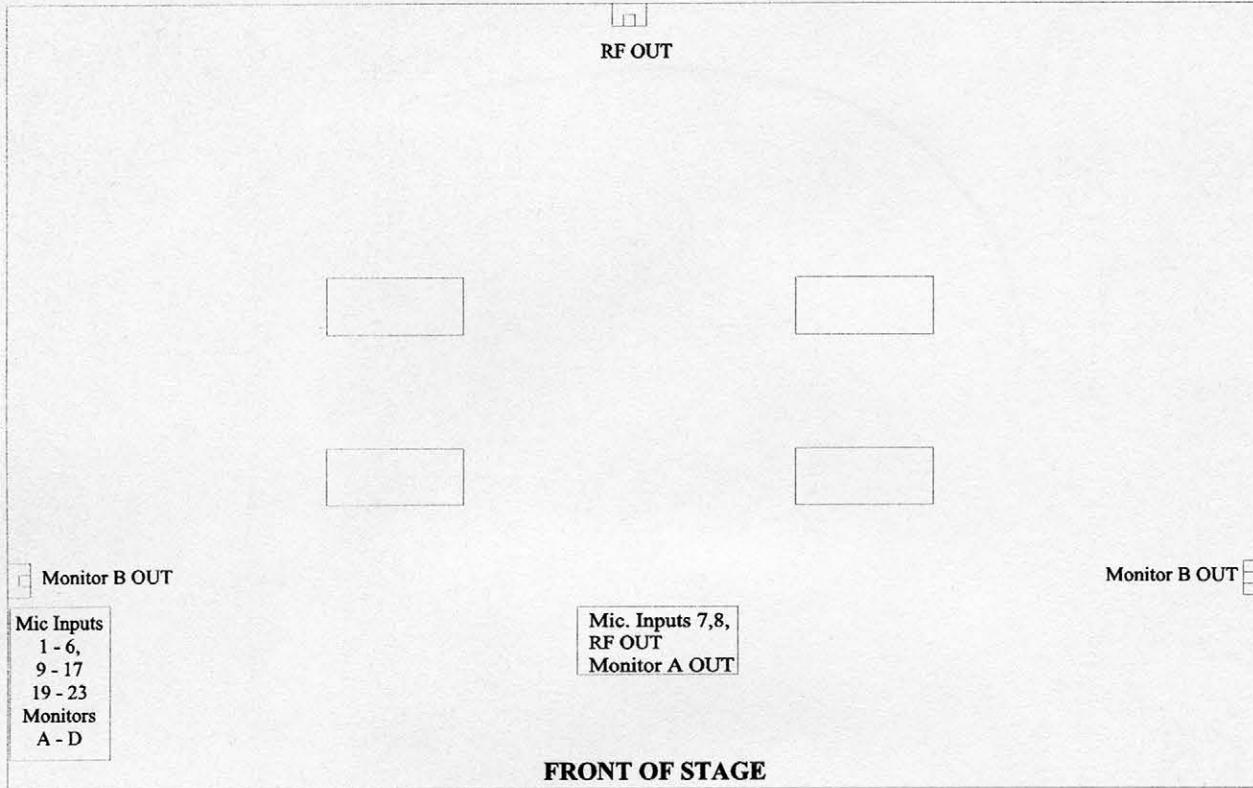


Ministry Center Sound System Setup Request

Original Request
 Adjusted Request

Date _____



EQUIPMENT REQUEST

- Hand Held Wireless Microphone
- Clip On Wireless Microphone
- Floor Microphone #1
- Floor Microphone #2
- Floor Microphone #3
- CD Player
- Tape Player or Recorder
- Monitor A, B, C, D*
- Podium
- Video Projector
- Laptop PC with sound
- Laptop PC without sound
- Apple A/V Adapter
- VCR
- DVD Player
- Large Dropdown Screen
- 10' x 10' Screen
- Other Sound Equipment (Please Specify)

Event/Service: _____

Date _____, Time _____ Contact Person _____

Rehearsal Times _____ Phone _____

Description of Event & Special Instructions _____

Submitted by: _____

Phone: _____

email: _____

*Note: (Stage) Monitors are needed if there will be people on the stage. If the event/service will be conducted from the Ministry Center floor, monitors are not required.