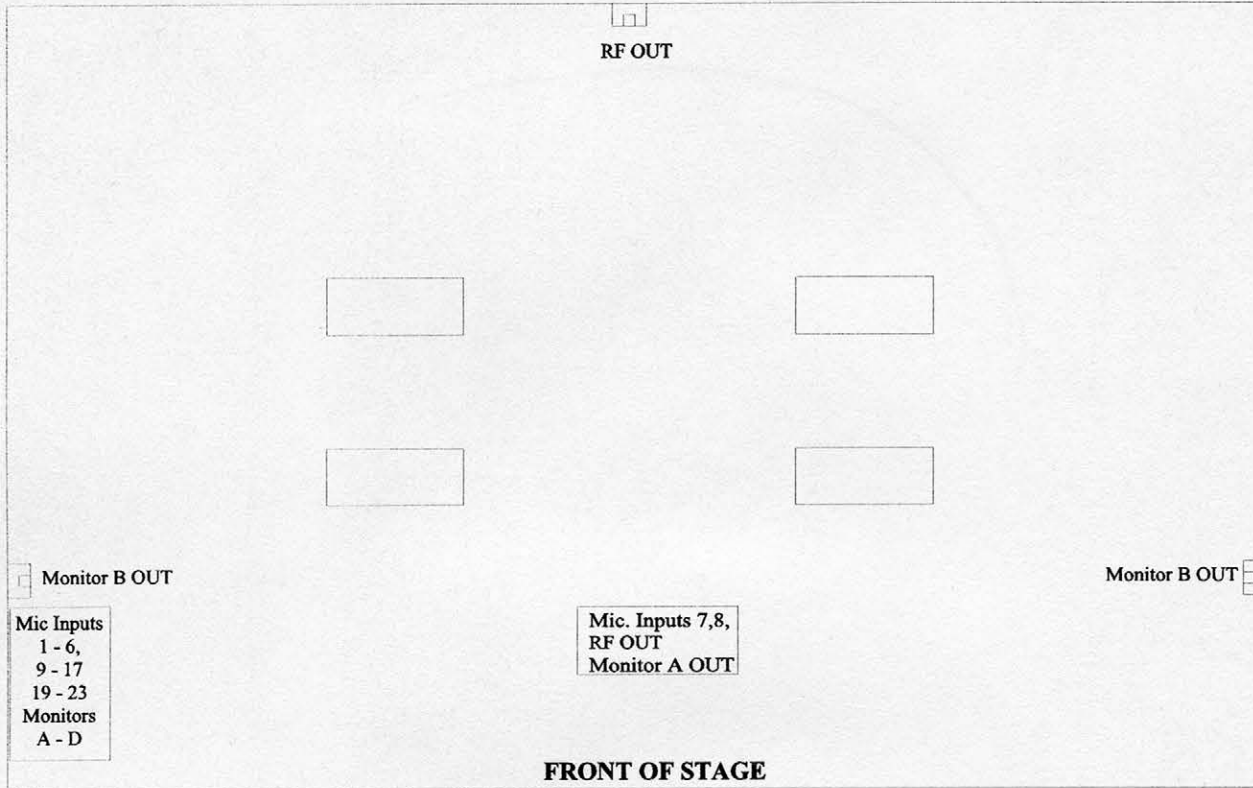


# Ministry Center Sound System Setup Request

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.