

# *The* OPERA HOUSE GRAND LEDGE

## Equipment List

**Please complete and return with floor plans no later than 15 days prior to your scheduled event**

Name \_\_\_\_\_ Date of Event \_\_\_\_\_

Day of Week \_\_\_\_\_

**Equipment is on a first come first serve basis**

**Please indicate equipment needed, number desired, and location:**

|  |           |           |                                  |
|--|-----------|-----------|----------------------------------|
| Sound Package (Mic, Mic cord, & Mic stand) | GH ____   | TL ____   |                                  |
| Cordless Mic Package                       | GH ____   | TL ____   |                                  |
| Lapel/Clip-On Mic Package                  | GH ____   | TL ____   |                                  |
| Bluetooth Sound System                     | GH ____   | TL ____   |                                  |
|  |           |           |                                  |
| Bar Top                                    | GH ____   | TL ____   |                                  |
| Keg Tubs (3 metal & 1 black plastic)       | GH # ____ | TL # ____ |                                  |
|  |           |           |                                  |
| Cocktail Tables (6)                        |           | TL # ____ | Indicate location on floor plans |
| High Chairs (4)                            | GH # ____ | TL # ____ |                                  |
| Black Easels (4)                           | GH # ____ | TL # ____ | Indicate location on floor plans |
| Projection Screen                          | GH ____   | TL ____   | Indicate location on floor plans |
| Podium (Grand Hall Only)                   | GH ____   |           | Indicate location on floor plans |
| 50 cup Coffee Maker                        | GH ____   | TL ____   |                                  |
| 100 cup Coffee Maker                       | GH ____   | TL ____   |                                  |

**Rental fee applies for these items:**

|                                    |  |      |   |
|------------------------------------|--|------|---|
| Chairs in Lawn                     | \$3 per chair  | ____ | # of chairs ____  |
| Risers (Grand Hall Only)           | \$50 per section                                     | ____ | Indicate location on floor plans  |
| Baby Grand Piano (Grand Hall Only) | \$100  | ____ | Indicate location on floor plans  |
| Linen                              | \$5 per table for white<br>\$6 per table for colored | ____ | # of 60" rounds ____<br># of 48" rounds ____<br># of 8 ft rectangles ____<br># of 6 ft rectangles ____<br># of 4 ft rectangles ____<br># of 30" cocktail ____ |
| Skirting                           | \$10 per table                                       | ____ | # of tables ____  |