

Audio Request Form

Name of Club/Organization _____

Date of Event _____

Time of Event _____

Place of Event _____

Speakers with 2 microphones, CD and Ipod accessibility. (this means you will check out system and return in working order - you will be responsible for replacing any lost/broken equipment)

Sound Commissioner needed with sound system during the regular school day (this means you are requesting USB to run sound for you). If you are supplying your own music it must be on a CD that your advisor has signed and then we will place on our ipod)

1 Microphone (MPR)

This form and must be filled out and submitted at least 2 weeks before the event. You will receive this form back with approval signatures. If you don't receive it back please make sure to call ext. 2606.

Additional Comments:

USB Approval _____ Date _____