



**Haslett Public Schools Facility Use
Performing Arts Center Application**

The PAC is located inside the Haslett High School
at 5450 Marsh Road, Haslett, MI 48840

The Haslett PAC is a 730 seat theatre ideal for a variety of stage, musical, and dance performances. Please keep in mind that this is the only PAC in the Haslett School District and Haslett School K-12 activities take precedence over public reservations and are subject to change. The PAC and PAC Manager offer a wide variety of amenities, however the use of these amenities must be arranged at least 2 weeks in advance by reviewing this application with the PAC Manager, all fees and costs will be finalized by Haslett Community Education and are due prior to use. Applicants must also submit the a HPS Facility Use Application/Facility Use Policy Agreement.

Contact Name	Phone Number	Date/s Requested
Group/Business Name	Type of event: Vocal Performance Studio Dance Recital	Band/Orchestra Variety Other (explain): _____

PAC Hourly Rates: Category 3 \$100.00/hr Commercial Residential \$150.00 /hr Commercial Non-Residential \$200.00/hr

(These rates includes basic lighting/sound, podium, up to 2 handheld microphones, and Auditorium Tech. Additional equipment and personnel charge may apply.)

Personnel/Item	Rate per hour	# of Hours	= Estimated Total	Applicant Initial	PAC Manager
Additional PAC Tech.	\$40.00 x	_____	_____	_____	_____
Additional AV/Light Tech.	\$18.00 x	_____	_____	_____	_____
Grand Piano (hourly up to \$50)	\$15.00 x	_____	_____	_____	_____
LCD Projector	\$15.00 x	_____	_____	_____	_____
	Rate per use	Quantity	= Estimated Total	Applicant Initial	PAC Manager
Removal of Pit Cover	\$500.00 x	_____	_____	_____	_____
Full Orchestra Shell	\$200.00 x	_____	_____	_____	_____
Full Chair/Stand Set-up	\$100.00 x	_____	_____	_____	_____
Choral Risers	\$75.00 x	_____	_____	_____	_____
Extra Handheld Mics (up to 4)	\$25.00 x	_____	_____	_____	_____
Lobby Monitor Display <small>(User must provide content and laptop w/HDMI)</small>	\$25.00 x	_____	_____	_____	_____
Grand Piano (daily rate)	\$50.00 x	_____	_____	_____	_____

Additional Items	(circle all that apply)
Podium (only 1 available)	Ability to play CD* ₁
American Flag	Floating of sign/screen* ₂
Table/cart for laptop	Ability to plug in phone/iPad* ₃
Up to 8 chairs on stage	Use of 2 dressing rooms
Up to 4 banquet tables	Reception/Lobby Area

PAC Banned Items (use may result in fines/cleaning fees)	
Glitter	Food
Non-PAC approved tape	Liquids
All pyrotechnics/fire of any kind	Tobacco

- 1- CDs are the preferred media for playing music at PAC performances, however we cannot make the vocals softer than the music or vice versa (ie, create instrumentals).
- 2- Signs/banners can be floated in the background but they cannot be raised, lowered, or shifted left/right during performances
- 3- If you choose to run music, etc. off a personal digital device you or a member of your group will be responsible for playing, pausing, and

This application must be signed/approved by the PAC Manager and ACCOMPANY the standard Haslett Public Schools Facility Use Application. Please complete and return both applications to :
Haslett Community Education
1590 Franklin Street, Haslett, MI, 48840
 or email to Renee Nye at nyera@haslett.k12.mi.us

I understand and agree to all above rules and applicable fees:

 Signature Date

OFFICE USE ONLY:
 Date PAC App Recvd: _____ PAC Confirm: _____
 Date Reg. App Recvd: _____ Permit #: _____