



**Shoreline Public Schools
Video Center Request for
On-Location Event Taping**

Submitted by: _____

Submission date: _____ School: _____

Phone extension: _____

Event information (with location, date, time and length of event):

You must name crew members that are willing to volunteer time during pre-production, production and post-production: (volunteer crew members must have successfully completed Video Center Videography Orientation class)

Director: _____

Floor Director: _____

On-Air Talent: _____

Video Technician: _____

Audio Technician: _____

1-3 Camera Operators: _____

.....
Authorization Signatures Required

Principal/Administrator Approval: _____

Video Center Committee Approval: _____

Form #2A
03/30/2004

Complete this request form and return it to Marjorie Ledell, Executive Director Community Relations & District Services, 18560 1st Ave NE, Shoreline, WA 98155 or fax to 206-368-3399.
Questions may be sent to community.relations@shorelineschools.org.