

# TEMORA SHIRE COUNCIL

## MOBILE STAGE USER CHECKLIST

### General

Please ensure all items are placed in the Front or Rear Storerooms in their correct locations

For transportation: Stage door is secured and tightened with 3 bolts supplied.  
(Stage setup guide is located in the front storeroom.)

Quantity	Item	Location
2	Aluminium Stepladders	Storeroom
1	Power Lead (Yellow 40m long)	Storeroom
1	Ratchet & Socket 1 1/8	Storeroom toolbox
1	Hammer	Storeroom toolbox

### PA system

2	PA System Extension Leads	Storeroom
2	PA Speakers & Tripods	Storeroom
1	Microphone – cord	Storeroom
1	Microphone – cordless	Storeroom
1	Microphone – stand	Storeroom

### Stage

1	Annexe Cover	Storeroom
5	Annexe Brackets	Storeroom
8	Annexe Bracket Separators	Storeroom
1	Stage Skirt	Storeroom
5	Stage Supports	Rear storeroom
	Wooden Blocks	Rear storeroom
1	Aluminium Steps	Centre stage front wall

**Cleaning** is the responsibility of the user, please remove any rubbish from the stage and vacuum floors.

**Keys** to stage to be returned with transport operator or post to Temora Shire Council. (PO Box 262 Temora NSW 2666)

Council will retain the \$200 bond if the checklist is not adhered to and the user does not undertake the cleaning.

Thank You

THE GENERAL MANAGER

| <U:\wordfiles\Master\Engineering\Mobile Stage\Mobile stage checklist.doc>

**Deleted:** U:\wordfiles\Master\Engineering\Mobile Stage\Mobile stage checklist.doc

**Deleted:** Workshop\Miscellaneous

**Inserted:** U:\wordfiles\Master\Engineering\Mobile Stage\Mobile stage checklist.doc

**Deleted:** U:\

**Deleted:** \Mobile stage checklist.doc