

# Studio Set-Up and Equipment Requests

*Please email or mail us this form so that your studio can be set up prior to your arrival. Emailed requests can be sent to Joseph Wolveskill, Operations Manager, at [jwolveskill@gmail.com](mailto:jwolveskill@gmail.com)*

Instructor Name: \_\_\_\_\_ Class Date: \_\_\_\_\_

**Please note the equipment (and qty) you will require for your workshop. Your studio will be set-up per your instructions prior to your arrival. Feel free to call or email Joseph Wolveskill with any questions or concerns regarding your studio needs.**

Easels/taborets:	YES	NO	Quantity: _____	Notes: _____
Stools/chairs:	YES	NO	Quantity: _____	Notes: _____
Drawing Horses:	YES	NO	Quantity: _____	Notes: _____
Tables (6 foot):	YES	NO	Quantity: _____	Notes: _____
Sculpture Stands:	YES	NO	Quantity: _____	Notes: _____
Still Life Stands:	YES	NO	Quantity: _____	Notes: _____
Model Stands:	YES	NO	Quantity: _____	Notes: _____
Spotlights:	YES	NO	Quantity: _____	Notes: _____
Warm or Cool light bulbs?	_____			
Mirror Table:	YES	NO		
Digital Projector/Screen:	YES	NO	Notes: _____	
Laptop:	YES	NO	Notes: _____	

**Please Note:** If using the School's PC laptop, files must be Windows compatible. If you are bringing a Mac to use with our projector, please bring appropriate cables for connection.

**Would you prefer a demonstration/lecture set-up for the first morning of the workshop? YES / NO**

Notes: \_\_\_\_\_

**Please draw a diagram of how you would like your studio arranged.**

