

APPLICATION FOR USE OF THE MEDIA/ARTS CENTER

Today's Date: _____

Space Requesting: Mainstage Dance Studio Entrance Lobby

Production/Event: _____

Contact: _____

Address: _____

Telephone: (day) _____ (evening) _____ (fax) _____

(please attach additional sheets if necessary)

Describe Nature of Event/Performance: _____

Event Length: _____

Ticket Sales: _____

Describe Cast & Crew: _____

Dates of Use *(please attach additional sheets if necessary)*:

	<u>Date</u>	<u>Time In</u>	<u>Time Out</u>
Load In	_____	_____	_____
Rehearsals	_____	_____	_____
	_____	_____	_____
Performances	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
Load Out	_____	_____	_____

Submitted by:

Signature

Print Name

Date

OFFICE USE ONLY

Received by: _____ **Date** _____

Called: _____ Meeting Set: _____

Available: _____ Approved: _____ Date: _____ Time: _____