

Application to Hire

Organisation:	
Reason for Hire:	

Applicant Name:		Tel. Nos:	
Address:		Mobile:	
Town:		Post Code:	
County:			
E-mail:			

Date(s) of Hire:		Time(s) of Hire:	
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Technical Requirements:(please indicate with a v)

Facilities:(please indicate with a v)

Full Stage Lighting:		Full Sound:			
Flats:					
Specials:					
Other:					

Bar:		Inc
Interval Refreshments:		Inc
BLT Box Office:		10%
BLT Website:		Inc
BLT Newsletter:		Inc
BLT Facebook:		Inc

Box Office Details (if not using BLT Box Office):	
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The applicant agrees to pay the hire and other charges as determined by the Bournemouth Little Theatre and to abide by and conform to the conditions and regulations as to the hire and understands the limitations of the Theatre's insurance.

Signed: _____ **Date:** _____
(If sent by e-mail then digital signature will be used)

For entry in our Newsletter, Website and Facebook page, please provide a synopsis, poster and other relevant information to be put with your ticket prices and times. Once application is received, a full contract will be issued for approval, signature and return. All bookings remain 'provisional' until receipt of the required deposit as outlined in the contract.

Box Office Ticket Information (data to be printed on computer generated tickets):

Title of event:					
Ticket Price:	Eligibility:	Concession Price:	Eligibility:	Performance Time:	
£		£			
£		£			
£		£			

Return by email to: bournemouthlittletheatre@gmail.com

Kerry Newton: M: 07790 722214

For internal use

Box Office		Technical		Web	
F.O.H.		Bar		Productions	
Finance		Teas/Coffees		Newsletter	