

Theatre Rental Agreement

To Whom It May Concern,

Thank you for choosing Summerville High School's theatre for your upcoming event. We hope it meets all your needs.

Because of some problems we've run into in the past, we have had to implement some rules in our rental agreement. They are as follows:

1. If you are planning on using our light and sound boards, you must have a school authorized technician. (A fee might be required)
2. If you are planning on using our piano or other equipment, you must get school approval prior to your event. Do not move piano onto the stage.
3. Please, no duct tape on the stage floor. You can use spike tape, but please pull it up after your event.
4. ABSOLUTELY NO GLITTER IN THE THEATRE!!!!!!!!!!!!
5. Please turn off stage lights when not in use.
6. Please clean up after your event.

Thank You.

Name: _____

Organization: _____

Phone # : _____

Rental Fee: _____

Deposit: _____

Tech. Fee: _____

Authorized by: _____

Date: _____