

APPLICATION FOR HIRE OF CONCERT FACILITIES

Hall Required: Main Concert Hall Roy Kemp Recital Hall

Organisation: _____

Contact name: _____

Address: _____

_____ Postcode _____

Telephone Number _____ Fax: _____

Email Address _____

Details of Hire

Purpose: _____

Day & date required: _____ Anticipated audience _____

Box office arrangements _____

Times

Concert start time _____ Approx finish time _____

Time required for access Date: _____

(Preparation/Rehearsal) From: _____ To: _____

Additional Information

Piano Required Y N Piano Tuning Required Y N

Name of Authorised Pianist: _____

Dressing Rooms Y N Hospitality suite required Y N No. performers _____

Additional rooms required: _____

Lighting requirements: _____

Sound requirements: _____

Other details: _____

Declaration

I agree to abide by the Standard Letting and Piano Hire Conditions

Signed _____ Date _____

Central Hall Use:

Confirmation sent _____