

Thank you for your interest in Westport Country Playhouse. Completing and submitting this application is the first step in the rental process. The next step will be to schedule an on-site meeting to prepare an accurate estimate. If this application is approved, then a rental agreement will be executed.

ORGANIZATION

NAME OF CONTACT

STREET ADDRESS

CITY

STATE

ZIP CODE

PHONE NUMBER

FAX NUMBER

EMAIL ADDRESS

NAME OF PERSON AUTHORIZED TO EXECUTE CONTRACTS

IS YOUR ORGANIZATION

- FOR-PROFIT NOT-FOR-PROFIT (please attach a copy of your 501(c)(3) designation)

SPACES TO RENT

- JASON ROBARDS THEATRE SHEFFER REHEARSAL STUDIO
 LOBBY: UPPER LOWER BOTH GARDEN
 SMILOW LOUNGE OTHER SPACE: _____

TITLE OF EVENT

EVENT DESCRIPTION (use additional pages as needed)

DATE OF EVENT

PUBLIC START TIME

PUBLIC END TIME

YOU WILL NEED ACCESS BEGINNING AT

AND ENDING AT

EXPECTED ATTENDANCE

- Is your event open to the public? YES NO
Is the event part of a group sale to a Playhouse show? YES NO
Will your event be ticketed? YES NO
Do you plan to serve food and/or beverages? YES NO

APPLICANT SIGNATURE

DATE

Applicant hereby represents that they have made a full and complete disclosure of all information which may be pertinent to the consideration of this application. It is understood that all rentals are at the discretion of Westport Country Playhouse. Approval of this application is conditional based on a fully executed rental agreement including submission of all related documentation and deposits/fees.