



Genesis Theatre

5005 - 45th Avenue,
Delta, B.C. V4K 2V8

EMAIL: facilityrentals@deltasd.bc.ca

THEATRE BOOKING REQUEST

(Please retain a copy of this form for reference)

TODAY'S DATE:

All School District activities have priority followed by renewal rental applicants. All other rental applications will be considered after the School District and renewal rental applications are scheduled. Renters must agree to the Terms and Conditions governing use of Genesis Theatre. Submission of this application does not guarantee dates. Theatre rental includes stage, seating, lobby, concession, box office, and one dressing room. Additional rooms may be negotiated individually at additional cost.

NAME OF ORGANIZATION:

Is the Group a Registered Non-Profit Society? YES NO

Type of Event:

CONTACT PERSON:

Preferred Phone: Secondary Phone (if available): Fax:

Email Address: Website URL:

Address: Postal Code:

DATES REQUESTED, Genesis Theatre:

Start Date: Finish Date: Day(s) of the Week:

List of All Requested Dates:

Alternative Dates:

Load-In Time: Event Start Time: Finish Time (including clean-up):

Will admission be charged? YES NO Ticketing supplier:

Age of Participants: Children Teens Adults Mix Approximate # of Participants:

Expected Attendance:

Do you have a set? YES NO Set assembly time required:

Do you wish to operate a concession? YES NO Will you have merchandise sales? YES NO

EQUIPMENT REQUIREMENTS (Including sound, lighting, projection, piano, etc., and any special requirements):

A full list of technical requirements, including stage plot, must be provided to GENESIS THEATRE in writing in the form of a Technical Rider a minimum of 2 weeks prior to the event.

Will liquor be served? YES NO

The client would be responsible to secure approval from the office of the Superintendent of Schools, then a BC Government issued Liquor License; all costs associated to the license are at the expense of the client.

ADDITIONAL NOTES:

GENESIS THEATRE has minimum staffing requirements, which are at the expense of the Renter. Genesis Theatre is not responsible for marketing the Presenter's Event. A Security Deposit is required at time of booking.

SIGNATURE OF PERSON ACCEPTING RESPONSIBILITY

EMAIL completed form to: facilityrentals@deltasd.bc.ca
Or FAX to: 604-940-5520