



Rec by: _____
Deposit \$ _____ Paid ____/____/____
Venue Rental \$ _____ Paid ____/____/____
Certificate of Liability Rec. ____/____/____
Non-Profit Status Rec. ____/____/____
Notes:

# HISTORIC LITTLETON OPERA HOUSE

## Application for Venue Rental

Thank you for your interest in renting the Historic Littleton Opera House. Please **review all policies and the contract**. Return the completed and signed contract, along with this one page agreement, with your deposit to reserve your date. **Please note your rental is not complete until we receive the required Certificate of Liability Insurance**. If your organization is a non-profit, please provide a copy of your 501 (c)

Name of Organization/Party: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

What is the date (s) you wish to book? \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

What type of event are you holding at the Opera House? (i.e. wedding, concert, fundraiser, dance)

\_\_\_\_\_

# of people \_\_\_\_\_ Chairs/Tables needed for event \_\_\_\_\_

\_\_\_\_\_

If your event is open to the public, please provide a few sentences so we can help promote the event on our facebook page. Your promotional flyer must be in a **jpeg format** for posting

\_\_\_\_\_

\_\_\_\_\_