

# Booking Enquiry



Please complete the table below on your description of use of the venue including entering and vacating the venue and return to the blakehay theatre.

Further information regarding our agreement form, terms & conditions and the theatre technical specifications can be found on our website at [www.blakehaytheatre.co.uk/hire-us/hirers\\_info/](http://www.blakehaytheatre.co.uk/hire-us/hirers_info/) or please email [blakehay@wsm-tc.gov.uk](mailto:blakehay@wsm-tc.gov.uk) or call 01934 645493 for any further information.

We endeavour to reply to you within 7 days of receiving your completed form.

<b>Date Completed:</b>							
<b>Company Contact Details</b>							
Company contact name							
Company contact address (& registered address)							
Company contact (incl. phone and email)							
<b>PRODUCTION / EVENT</b>							
This is a public event: <input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>							
If you have answered no to the above question, please explain why this is not a public event.							
Name of production/ event or reason for hiring; e.g. meeting, private class.							
Details of production/ event (please give the nature of the event, and any background information to help us with programming)							
<b>DATES &amp; SCHEDULE</b>							
Get-in date & time <i>(please state here if you would like this as a weekly or monthly event)</i>							
Get-out date & time							
Access Period & Spaces required <i>(Main House, dressing rooms, rehearsal space, stage)</i>							
Agreement period schedule, including performances and pre-post show events (insert times from & to):							
	<b>MON</b>	<b>TUE</b>	<b>WED</b>	<b>THUR</b>	<b>FRI</b>	<b>SAT</b>	<b>SUN</b>
Get In							
Performance (Matinee)							
Performance (Eve)							
Get Out							