

SCHOOL DISTRICT NO. 43 (COQUITLAM) TERRY FOX THEATRE – RENTAL APPLICATION

facilityrentals@sd43.bc.ca

All School District activities have priority. City of Port Coquitlam has 2nd priority. Returning Community Groups requesting the same series of dates as the previous year have 3rd priority and are considered prior to all new requests.

All other rental applications will be considered after the School District, City of Port Coquitlam and renewal rental applications are completed.

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GROUP NAME:					CONTACT NAME:				
ADDRESS:									
EMAIL ADDRESS:									
DESCRIPTION OF USE/ ACTIVITY:									
REQUESTED DATE(S):									
SPACE REQUESTED (PLEASE CIRCLE) Theatre rental include					THEATRE;				
DAY(S) OF WEEK REQUESTED		TUESDAY	WEDNESDAY		THURSDAY	FRIDAY	SATURDAY	SUNDAY	
/IE(S)									
ADDITIONAL SPACE REQUESTED		UPPER STUDIO \$25/day		CLASSROOM (Max 1) \$15/day		1)	HALLWAY PIPE & DRAPE		
DAY(S) OF WEEK REQUESTED		TUESDAY	WEDNESDAY		THURSDAY	FRIDAY	SATURDAY	SUNDAY	
START & END TIME(S) REQUESTED									
AUDIO	BOARD REQUIRED (PLEASE CIRCLE): YES NO LIGHTING BOARD REQUIRED (PLEASE CIRCLE): YES NO							E): YES NO	
ADDITIONAL NOTES:									
PLEASE SIGN AND RETURN TO RENTALS DEPT.				Submission of this application does not guarantee dates. Once dates are confirmed a rental contract and invoice requesting a non-refundable deposit will be forwarded to the rental applicant for signature.					
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