



**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 2<sup>nd</sup> priority. Returning Community Groups requesting the same series of dates as the previous year have 3<sup>rd</sup> 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.**

GROUP NAME: \_\_\_\_\_ CONTACT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

DESCRIPTION OF USE/ ACTIVITY: \_\_\_\_\_

REQUESTED DATE(S): \_\_\_\_\_

**SPACE REQUESTED (PLEASE CIRCLE)** **THEATRE;**  
**Theatre rental includes; lobby, box office, concession, green room and dressing room.**

DAY(S) OF WEEK REQUESTED	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
--------------------------	--------	---------	-----------	----------	--------	----------	--------

START & END TIME(S)							
---------------------	--	--	--	--	--	--	--

<b>ADDITIONAL SPACE REQUESTED</b>	<b>UPPER STUDIO</b> \$25/day	<b>CLASSROOM (Max 1)</b> \$15/day	<b>HALLWAY PIPE &amp; DRAPE</b>
-----------------------------------	---------------------------------	--------------------------------------	---------------------------------

DAY(S) OF WEEK REQUESTED	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
--------------------------	--------	---------	-----------	----------	--------	----------	--------

START & END TIME(S) REQUESTED							
-------------------------------	--	--	--	--	--	--	--

AUDIO VISUAL	AUDIO BOARD REQUIRED (PLEASE CIRCLE): YES NO	LIGHTING BOARD REQUIRED (PLEASE CIRCLE): YES NO
--------------	----------------------------------------------	-------------------------------------------------

ADDITIONAL NOTES: \_\_\_\_\_

**PLEASE SIGN AND RETURN TO RENTALS DEPT.**

  
  
  
  
  
  
  
  
  
  

\_\_\_\_\_  
**APPLICANT SIGNATURE**

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.