



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.

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
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START & END TIME(S)							
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ADDITIONAL SPACE REQUESTED	UPPER STUDIO		CLASSROOM (Max 1)			HALLWAY	
	\$30/day		\$20/day			PIPE & DRAPE	

DAY(S) OF WEEK REQUESTED	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
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START & END TIME(S) REQUESTED							
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AUDIO VISUAL	AUDIO BOARD REQUIRED (PLEASE CIRCLE): YES NO	LIGHTING BOARD REQUIRED (PLEASE CIRCLE): YES NO
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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.