

# RENTAL APPLICATION

MAJESTIC THEATER AT THE LEVAN PERFORMING ARTS CENTER  
25 CARLISLE STREET -- GETTYSBURG, PA 17325

**RETURN COMPLETED APPLICATION TO THE ASSISTANT TECHNICAL DIRECTOR AT THE ADDRESS ABOVE.**

## APPLICANT INFORMATION

Company/Organization \_\_\_\_\_

Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Website \_\_\_\_\_

E-Mail address \_\_\_\_\_

Telephone \_\_\_\_\_

Alternate Telephone # \_\_\_\_\_

Fax \_\_\_\_\_

**Type of Organization**

- |  |                                      |
|--|--------------------------------------|
| <input type="checkbox"/> Non-Profit Organization | <input type="checkbox"/> Unorganized |
| <input type="checkbox"/> Public Agency           | <input type="checkbox"/> Amateur     |
| <input type="checkbox"/> Professional            | <input type="checkbox"/> Corporation |
| <input type="checkbox"/> Individual              | <input type="checkbox"/> Partnership |

Federal Identification No: \_\_\_\_\_

Social Security Number  
(if individual) \_\_\_\_\_

In which State  
incorporated/registered \_\_\_\_\_

Names of Officers/Partners \_\_\_\_\_

Name and title of authorized  
person signing contract \_\_\_\_\_

Please list three venues where the applicant has presented events within the past 18 months.

Name of Venue	Venue Manager's Name and Title	Telephone Number

*Please attach program from the above events. Clear and legible photocopies are acceptable.*

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### EVENT INFORMATION

Title of Event \_\_\_\_\_

Type of Event \_\_\_\_\_

Number of Performers \_\_\_\_\_

Anticipated Audience \_\_\_\_\_

Length of Program \_\_\_\_\_

Event Description \_\_\_\_\_

Tickets will be:

- For public sale                                   By Invitation only  
 Free (tickets required)                               Other (please attach details)

Is there a pre- or post-event reception planned?

- YES    NO

Are there dignitaries, VIP's, etc. anticipated to attend your event?

- YES    NO

If yes, please list names:

### DATES AND TIMES REQUESTED

*Note: A standard "day" is 10 hours maximum, with the earliest "start" time of 8:00 am. Activities scheduled beyond the standard day will be subject to additional facilities and personnel charges. A minimum 1.5 hour lunch/dinner break will be observed every hour.*

Date	*Arrival Time	Departure Time	**Activity	Performance Time

\* **Arrival Time** is the time you need the facility opened  
 . \*\* **Activity** should indicate nature of use e.g.

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## FACILITIES REQUESTED

Check Applicable	Venue	Capacity
<input type="checkbox"/>	Majestic Theater	830
<input type="checkbox"/>	Cinema One	179
<input type="checkbox"/>	Cinema Two	76
<input type="checkbox"/>	Majestic Stage	75
<input type="checkbox"/>	Rehearsal Hall	50
<input type="checkbox"/>	Main Lobby, First Floor	125
<input type="checkbox"/>	Patron's Lounge, Second Floor	75
<input type="checkbox"/>	Majestic Stage	75