Application to Rent CUSD Performing Arts Center

Coronado High School, 650 D Avenue, Coronado, CA 92118

| Organization: | | | | | |
|--|---------------------------------------|--------------|-----------------------------------|--|--|
| Address: | | | | | |
| Contact Name: | | | | | |
| Contact email: | | | | | |
| Contact phone #: | | | | | |
| Date of Request: | | | | | |
| Date Needed:Time From/ | | | | | |
| Date Needed:Time From/To: If additional dates/times are needed, please attached a complete schedule of dates/times needed to this application. Check here if schedule is attached. | | | | | |
| | | | Description of Proposed Activity: | | |
| | | | | | |
| Please check space(s) that you are requestir | ng to rent: | | | | |
| | | | | | |
| Theatre (seats 570) [] Black Box (seats 85) [] | Quad/MPR [] | | | | |
| Black Box (scats 65) [] | Quady Will K [] | | | | |
| Application is not complete until Certificate of Liability Insurance Coverage has been provided to and accepted by CUSD. | | | | | |
| Check here if applicant intends to provide or sell alcohol during event You will be notified by the CUSD District Office of additional requirements. No tobacco products are allowed on CUSD property. | | | | | |
| I have reviewed the CUSD Performing Arts Cente agree to pay for the cost of any damage to the faupon acceptance of this Application. Initial: | acilities or equipment caused by my e | | | | |
| Any requested changes to application must be made in writing to the CoSA office, and are subject to additional approval. Email request to: nancy.mcrae@coronadousd.net. | | | | | |
| Open to Public? Yes No Charging Admission? Yes No Requesting Donation? Yes No | | | | | |
| Expected Attendance* *If attendance is greater than 500, a security guard will be required. | | | | | |
| | | | | | |
| Rules for Use of Facilities: | | | | | |
| No food or drink (except bottled water) in the theatre spaces. Food and drink allowed in the lobby. | | | | | |
| No glitter allowed. | | | | | |
| No thumbtacks, nails, or tape on the walls anywhere in the building | | | | | |
| Adult supervision must be provided in all areas of the building where children are present. | | | | | |
| Do not use any equipment in classrooms (computers, printers, teachers' desks, white boards, bulletins boards, etc.) | | | | | |
| Classrooms must be left as you found them (tables and chairs re-set if you have moved them). All light and sound boards can only be run by CoSA staff, i.e. all equipment in booth and backstage. | | | | | |
| No access to the Scene Shop. | | | | | |
| No access to the scene shop. | | | | | |
| | | | | | |
| FOR DISTRICT USE ONLY: | | | | | |
| PAC Budget/Facilities Requirements Worksheet reviewed with Applicant on(date). Initial | | | | | |
| Approval of Rental Application: | 5 . | | | | |
| Technical Theatre Director | | _ | | | |
| CoSA Director_ | | | | | |
| Assistant Superintendent | Date | _ | | | |
| Application Not Approved, and Applicant notified | d on (date) . | | | | |

