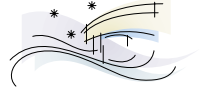


# FACILITY USE FORM

## Sandy City Amphitheater



### ORGANIZATION INFORMATION

Guest Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### EVENT INFORMATION

Name/Type of Event: \_\_\_\_\_ Date(s) of Event: \_\_\_\_\_

Loading Dock: Y / N Load In Time: \_\_\_\_\_ (Load Out must be completed by midnight)

Performer Arrival Time: \_\_\_\_\_ Meet & Greet: Y / N What Time: \_\_\_\_\_

Sound Check: Y / N How Long: \_\_\_\_\_ What Time: \_\_\_\_\_

Emcee: Y / N Name: \_\_\_\_\_

Opener: Y / N Name: \_\_\_\_\_ Set Length: \_\_\_\_\_

Rehearsal Time - From: \_\_\_\_\_ To: \_\_\_\_\_ Gates Open at: \_\_\_\_\_ Show Starts at: \_\_\_\_\_

Show concludes at: \_\_\_\_\_ Intermission: Y / N How Long: \_\_\_\_\_ What Time: \_\_\_\_\_

Number of People Expected Backstage: \_\_\_\_\_ Signing Autographs After the Show: Y / N

Merchandise Sales: Y / N (Venue merchandise fee of 10% on CDs & DVDs & 20% on all other must be paid night of show)

Please list any other activities associated with your event (i.e. Photo Calls, Tour Bus, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### BACKSTAGE REQUIREMENTS

Artist's Lounge  Orchestra Pit  Dressing Rooms How Many: \_\_\_\_\_ # of People: \_\_\_\_\_

Please provide a list of authorized persons, as only those named will be allowed backstage access.

Special Needs: (please explain) \_\_\_\_\_

Attach additional sheet if necessary

More

## TECHNICAL REQUIREMENTS

Lighting Equipment: Be as specific as possible - (i.e. spot lights/operators, stand lights, specials, etc.)

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# of Spotlight Operators (max. 4): \_\_\_\_\_

Sound Equipment: Be as specific as possible - (i.e. type of monitors, microphones soundboard, etc.)

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Set Pieces:  Hanging Pieces  Roll Drops  Wagons  Other \_\_\_\_\_

Special Needs: (i.e. tables, chairs, music stands, stage risers, etc.) \_\_\_\_\_

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## TICKETING, FRONT OF HOUSE

Ticketed Event: Y / N Seating for your event will be:  Reserved  General Admission

Matinee: Y / N Will you have a playbill or program: Y / N Expected Attendance: \_\_\_\_\_

List any special ticketing instructions - be as specific as possible: \_\_\_\_\_

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Is photography allowed: Y / N Is video recording allowed: Y / N

Will you or your artists be taking professional photographs and or recording your event: Y / N

It is Amphitheater policy that no photography or recording of any kind is permitted without permission.

List any special needs for merchandising (i.e. tables, chairs, signage, etc): \_\_\_\_\_

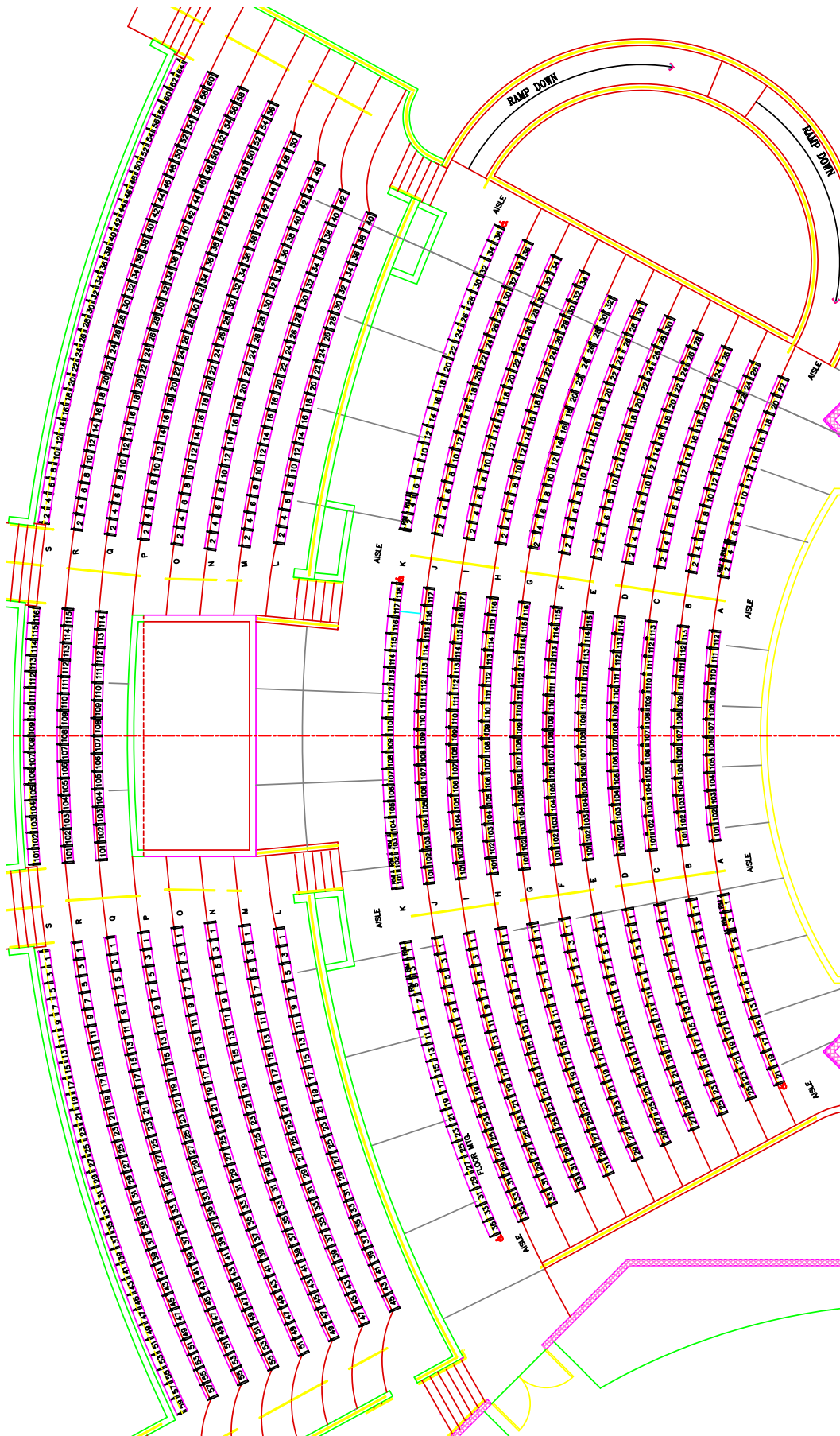
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SEATING CHART

Using the seating chart below, please indicate any seats that need to be reserved for your event.



STAGE