

Day and Date of Event: _____

Event / Artist: _____

Name of Requesting Organization: _____

Address: _____

Contact: _____ Tax ID Number: _____

Phone: _____ Fax: _____

Cell: _____ Email: _____

Contract Signatory: _____

Briefly provide a brief description of proposed event with possible ticket prices:

Terms of Hold:

The Alberta Bair Theater maintains a 1-year master event calendar. All hold requests for use must begin with completed application. All dates must be contracted within (30) thirty days of a hold request and or they will be RELEASED.

At any time a date that is being "held" (without deposit) for one organization or user (USER A), it may be challenged by another organization or user (USER B). To initiate the challenge, the following process should be followed:

USER B requests a challenge and USER A will be notified in writing of the challenge and have two (2) full business days from the date of notification by the Alberta Bair Theater to sign a Rental Agreement for the date/time and make a non-refundable 50% deposit. Once USER A completes the agreement and deposit, the date is secure. No other "challenges" can be initiated for that date/time. If USER A fails to respond and/or complete the rental agreement, USER B will then have two (2) business days to make a non-refundable 50% deposit and sign a rental agreement for the challenged date/time.

Date of Request: _____
Expires: _____