

Booking ID:

Date:

## APPLICATION FOR USE OF THE STIRLING COMMUNITY THEATRE.

Applicant (must be 18yrs or over)		Contact Person (if different to applicant)		
Name of Applicant/Organisation  <i>*Photo identification may be required as proof of age</i>		Primary Contact Person:		
Address & ABN (if applicable)		Address		
Suburb	Postcode	Suburb	Postcode	
Mobile		Work Phone		Home Phone
Email  <i>*Please provide at least one phone number and an email address</i>				
<b>Venue Hire Details</b> <i>(please tick the venue(s) required)</i>				
1	<input type="checkbox"/> Theatre <input type="checkbox"/> Foyer <input type="checkbox"/> Rehearsal Room <input type="checkbox"/> Dyster Room <input type="checkbox"/> Ballet Room <input type="checkbox"/> Meeting Room <input type="checkbox"/> Multi-purpose Room			
2	Purpose of Hire: <input type="checkbox"/> Private <input type="checkbox"/> Commercial <input type="checkbox"/> Fundraising <input type="checkbox"/> Community			
3	Summary of the frequency of hire, if applicable (e.g. every Wednesday, or first Monday of every month etc.)			
4	Hire Dates <i>*Please list all dates for access required, including bump in, bump out, rehearsals and performances.</i>			
	Day (s)	Date(s)	Venue Access Time	Finish Time (including pack up)
5	Maximum number of people attending (including organisers, performers etc.):			

Additional Items			
6	Will products or services be available for purchase at your event/activity?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7	Are you paying any third parties/contractors to operate within the venue in association with you hire (e.g. caterers, lighting/sound technicians, etc.)? <i>*Please provide the business name and purpose of each contractor below</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Name of Contractor	Purpose/Function	
8	Will alcohol be available during your hire?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes, is a liquor license required under the Liquor Licensing Act 1997? <i>For clarification, please contact <a href="https://www.cbs.sa.gov.au/licensing-and-registration/liquor/limited-licence/">https://www.cbs.sa.gov.au/licensing-and-registration/liquor/limited-licence/</a></i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Name of liquor license applicant:		
9	Do you intend to erect any banner or signage on the Stirling Community Theatre property in association with your hire?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10	Do you intend to hire any of the other technical equipment, sets, props or costumes owned by The Stirling Community Theatre in association with your hire?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Lighting <input type="checkbox"/> Sound Equipment <input type="checkbox"/> Sets <input type="checkbox"/> Props <input type="checkbox"/> Costumes		

**Note: Submission of an application form does not guarantee venue availability.** Please contact our Booking Officer at [bookings@sct.org.au](mailto:bookings@sct.org.au) to check venue availability and make a tentative booking prior to submitting this form.

I, \_\_\_\_\_ (applicant's full name) declare the following:

- All details provided by me on this application form are true and correct.
- Acknowledge that I have read and understood the terms and conditions of hire and agree to abide by and be bound by the said conditions.

Applicants Signature: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_