



Lakeshore Community Auditorium

Booking Request for the Next School Year

Lessee/Applicant: _____ Date: _____

Renting Organization: _____

Billing address: _____

Telephone (daytime): _____

Email address: _____

Title of Production/Purpose _____

Is this Organization incorporated as a not-for-profit corporation? Yes No Will there be an admission fee to this event? Yes No

Requested Date(s) of Use (including rehearsal times):

Time:

Form with multiple rows for requesting dates and times, including fields for 'From' and 'To' times.

1st Alternate Date(s)

2nd Alternate Date(s)

Form with multiple rows for alternate dates.

The organization cannot use the Auditorium for its production any earlier than (day/date): _____

The organization cannot use the Auditorium for its production any later than (day/date): _____

Please fill out one form for each production, i.e. if you are requesting one show in the fall and another in the spring, please use two forms. In May, once Lakeshore School activities are booked for the next school year, organizations' requests will be booked in the order that they are received. When the request has been confirmed, the organization must send in a copy of the application and a check for the deposit before the Auditorium will be reserved. Please do not send requests for dates more than one school year in advance.

Mail or bring in this request to: Lakeshore Public Schools, 5771 Cleveland Avenue, Stevensville MI 49127 attn: Becky Spletzer