

Event Inquiry Form:

Please complete this form and return it to the Academy to inquire about using the theater for your event. After you have completed all sections of this form, email it to inquiries@academyofmusictheatre.com, fax it to 413.587.0936 or mail it to Academy of Music Theatre, 274 Main Street, Northampton, MA 01060.

Contact Information

Organizer Name(s) :

Street Address:

City:

State:

Zip:

Home Phone

Work Phone:

Email Address:

Event Information

Title/Name:

Event Date:

Alternate Date:

Event Start Time:

Event End Time:

Load In/Setup Time:

Rehearsal Times:

Brief Description of Event:

Facility Information

Spaces Requested for Use (please check all that apply):

Main Theater & Stage

Lobby

Main Theater (seating only)

Salon

Dressing Rooms & Green Room

Box Office

Services Requested (please check all that apply):

House Manager (mandatory)

Concessions

Stage Lighting

Ticket sales support

Movie Screen & Movie Audio

Ushers

Projector (specify):

Signage Display

Technical support (theatrical)

Load In/Setup/Breakdown/Strike

Other (type explanation in gray area below):

NOTE: Depending on the services requested, you might be required to hire workers from I.A.T.S.E. union #232 for technical services. Arrangements to hire workers from the union can be made through the Union Steward, Joel Dundorf. He can be reached by calling (413) 559-7170 or via email at smallestegg@crocker.com.

NOTES/COMMENTS:

Click in the gray area below and type any information you about your inquiry or event that may be relevant to scheduling it at the Academy of Music Theatre.