



REQUEST FOR USE OF UNIVERSITY THEATRE FACILITIES
(Return this form to Robin Murray, Director of Theatre, SCTA, B-24 KFA)

FACILITY REQUESTED:

DATES AND TIMES:

- ___ Blanche Davis Theatre (103 KFA)
- ___ Syse Theatre (108 KFA)
- ___ Scene Shop
- ___ Costume Shop
- ___ Green Room (Makeup)
- ___ Dressing Rooms
- ___ Trap Room
- ___ Room KFA 119 (clear with SCTA secretary)

Group Requesting Facility: _____

Individual In Charge: _____

Campus Address: _____ Campus Phone Number: _____

Home Phone Number: _____ Today's Date _____

Please describe your program and specific items you require: (for example, stage lighting, sound system, scenery, props, costumes, etc.)

ARRANGEMENTS FOR A PODIUM AND MICROPHONE
SHOULD BE MADE WITH MEDIA SERVICES, x 3334

FOR THEATRE STAFF USE ONLY

This request **is OK** **is not OK** _____

This request **is OK** **is not OK** _____

This request **is OK** **is not OK** _____

This request **is OK** **is not OK** _____

REQUEST **APPROVED** **DISAPPROVED** _____

Director of Theatre