



# McCain Community Theatre Application Form



|   |  |                           |  |
|---|--|---------------------------|--|
| Organization Name:  |  |                           |  |
| Contact Person:   |  |                           |  |
| Mailing Address:  |  |                           |  |
| E-mail:   |  |                           |  |
| Phone #:  |  | Cell Phone #:             |  |
|   |  |                           |  |
| Day:  |  |                           |  |
| Date:   |  |                           |  |
| Time in:  |  |                           |  |
| Time Out:   |  |                           |  |
| Sound Technician:   |  |                           |  |
| # of performers:  |  | # People in the audience: |  |
|   |  |                           |  |
| Require Access to Dressing Rooms:   | <input type="checkbox"/> Yes <input type="checkbox"/> No |                           |  |
| Require Access to Black Box:  | <input type="checkbox"/> Yes <input type="checkbox"/> No |                           |  |
| <b>McCain Community Theatre Conditions of Use</b>   |  |                           |  |
| <p>1. Applications for use of McCain Community Theatre must be no less than 14 days before the dates requested. While later requests may be considered, the availability of space and approval is limited. <b>-All bookings for summer months MUST Be done by June 1<sup>st</sup>.</b></p> <p>2. A <b>25% non- refundable deposit is required at the time of booking.</b> All rental fees are to be paid in full at the AYR Motor Centre Reception one week prior to event. NOTE: User will be charged for all rental days requested unless the User provides seven (7) days' notice of cancellation prior to the scheduled activity. It is the User's responsibility to contact the coordinator for notification (other than storm cancelled days)</p> <p>3. When advertising your event please use location name as <b>McCain Community Theatre, 144 Connell Park Road</b></p> <p>4. A custodian may be required on site. This is subject to an additional fee. \$24/HR+ HST as per collective agreement (2022).</p> <p>5. User groups requiring the use of the Theatre Sound Board must have an approved operator onsite for the duration of it use. <b>The operator fee is not included in the rental fee.</b></p> <p>6. User groups are responsible for the conduct of all members of the group &amp; will be responsible for any damage.</p> <p>7. Users must vacate the facility <b>2 hours after the rental time finishes.</b></p> <p>8. User groups agree to indemnify and save harmless the Town of Woodstock, including employees and agents, of all liabilities, claims, actions, or damage arising from the use of the McCain Community Theatre. The McCain Theatre does not carry liability insurance for the benefit of user groups.</p> |  |                           |  |
| _____<br>Signature of Applicant   |  | _____<br>Date             |  |