

Date: \_\_\_\_\_  
 Taken by: \_\_\_\_\_  
 Follow up: \_\_\_\_\_  
 I.D. #: \_\_\_\_\_

**Emelin Theatre for the Performing Arts, Inc.  
 153 Library Lane  
 Mamaroneck, NY 10543  
 License Application**

Contact Person \_\_\_\_\_ Onsite Event Supervisor \_\_\_\_\_

Legal Name of Organization \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

Web Site \_\_\_\_\_ E-mail \_\_\_\_\_

Applicant type:

- For Profit Corporation    Partnership    501 (c) (3) Not For Profit Corporation    Individual

Event Name \_\_\_\_\_

Anticipated Attendance \_\_\_\_\_ Total # Artists (actors, dancers, musicians) \_\_\_\_\_

- Intermission?    Yes - How Long? \_\_\_\_\_   Top Tkt Price: \$ \_\_\_\_\_    Free    Stock A  
 No

**Support Space Requests:**

- Dressing Rooms- (2 available)    Community Room (if available)    Other \_\_\_\_\_

**Services:**

- Require Reception area/Catered Event    Merchandise/ Souvenir Sales    Box Office Attendant    Ticket Sales day of event  
 Security Officer    Ushers

**Preliminary Equipment Requests:**

- Podium    DVD Player    CD Player    LCD Projector    Follow Spot    Grand Piano    Tuning    Sound Board

**Microphones:**    Floor # \_\_\_\_\_    Wireless # \_\_\_\_\_    Lav # \_\_\_\_\_    Hand-held Mic# \_\_\_\_\_    Monitors # \_\_\_\_\_

**Other Requests:**

**Tables :**    cocktail # \_\_\_\_\_    60 Inch round # \_\_\_\_\_    6 Ft # \_\_\_\_\_    8 Ft # \_\_\_\_\_

Chairs # \_\_\_\_\_

Risers # \_\_\_\_\_    Music Stands # \_\_\_\_\_    Music Lights # \_\_\_\_\_    Easels # \_\_\_\_\_

| FCG'Tgs wguv | Da{'qh'Y ggm | ""Purpose | ""License Time Period | ""Show Times |
|--------------|--------------|-----------|-----------------------|--------------|
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Notes and Comments :

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Approved: \_\_\_\_\_