



MEYDENBAUER CENTER Permit Application

IMPORTANT: The Permit Application must be returned and approved before a contract will be issued.

CONTRACT INFORMATION

Licensee Name: _____
(Name of Company, Corporation, Organization or Individual)

Contact Name: _____ Title: _____

Address: _____

Phone: () _____ Street _____ City _____ State _____ Zip _____
Fax: () _____

Email Address: _____ Website: _____

Alternate Contact: _____ Phone: () _____

EVENT INFORMATION

Event Name: _____

Brief Description: _____

<p>For Internal Use <i>Estimated:</i> Rent \$ _____ F&B \$ _____ Other \$ _____ Total Revenue: \$ _____</p>

Anticipated Attendance: _____ Preferred Date(s): _____

Name/Title of Person who will sign Contract: _____

Email Address of Person who will sign Contract: _____

SPACE REQUESTED (check appropriate space and indicate hours below)

<u>Center Hall Level</u>	<u>Meeting Room Level</u>	<u>Executive Conference Suite</u>
Center Hall A and B _____	Meeting Rooms All _____	Suite All _____
Center Hall A _____	401 _____ 404 _____ 407 _____	301 _____
Center Hall B _____	402 _____ 405 _____ 408 _____	302 _____
<u>Theatre</u>	403 _____ 406 _____ 409 _____	303 _____
Theatre _____		

<i>Date</i>	<i>Space</i>	<i>Move-In</i>	<i>Event Hours</i>	<i>Move-Out</i>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

If tradeshow, number of booths _____ Size: 8' x 10' _____ 10' x 10' _____ Other _____

Audio / Visual Requirements: _____

Food & Beverage Requirements: _____

How did you hear about Meydenbauer Center? _____

