



**Important: No date will be held until application is returned and approved.**

Applicant \_\_\_\_\_ Federal Tax ID/Social Security no. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Name of company, corporation, organization, or individual

Contact person \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_

Person signing the Use Agreement (If different from above): \_\_\_\_\_

Desired event date(s) and times: \_\_\_\_\_

Title of event or headliner's name: \_\_\_\_\_

**Complete the Section Below if a Performance Event:**

Type of performance or music: \_\_\_\_\_

Artist's management: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

**Recent appearances by this show or artist:**

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Headliner: \_\_\_\_\_

Venue: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Headliner: \_\_\_\_\_

Venue: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

**List all supporting acts appearing at this event and their recent appearances:**

Name: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Venue: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Name: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Venue: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Name: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Venue: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

**Complete the Section Below if a Filming Event: (Still or Motion Photography)**

Type of filming:  Still photography  Commercial film  Videotape  Other: \_\_\_\_\_

Purpose of filming: \_\_\_\_\_

Commercial distribution: \_\_\_\_\_  
Publication name, film name, or product to be advertised, etc.

**(Continued on back)**



**Bank Reference:**

The following information must be completed in order for this application to be considered and properly processed. It is understood that the information requested will remain confidential.

Bank: \_\_\_\_\_ Branch: \_\_\_\_\_

Address \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Account numbers: \_\_\_\_\_

**Facility References:**

How many events have you or has your organization promoted in the past year? \_\_\_\_\_

Name of event: \_\_\_\_\_ Venue: \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Venue contact person: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

Name of event: \_\_\_\_\_ Venue: \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Venue contact person: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

Name of event: \_\_\_\_\_ Venue: \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Venue contact person: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

It is understood that this document is an **application** for space and dates **ONLY** and **does not bind either party**. No dates will be tentatively held until this application is approved by the Felix Event Center, Azusa Pacific University. The Felix Event Center, Azusa Pacific University and applicant **AGREE** that no announcement of date and no publicity regarding the event applied for, will be made public until a formal use agreement has been fully executed by both parties. university regulations provide that each person making application for facilities on behalf of himself, or any organization, shall be held personally responsible for delinquent financial obligations to the university incurred in connection with the facility use authorized by this application, and the undersigned, in making this application agrees to accept such responsibility. In the case of an application on behalf of an organization, the undersigned certifies to be an officer thereof and authorized by the organization to make this application on its behalf. **Further, by signing this document, the undersigned gives permission for the university to verify information provided on this application including disclosing information from bank and facility references.**

Print name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_