

Pontiac Theatre IV
SECOND STAGE SHOW REQUEST FORM

Send this completed form **with a copy of your script** to the PTIV Board
 (Check Website for detailed address)

It must be received no later than the August Board Meeting.

Show Title:	
Brief Description: Include show type (straight play, musical, revue, etc.), cast size, audience type (adult, family, etc.) – add lines as needed.	
Requested Show Dates:	<input type="checkbox"/> Dates1 <input type="checkbox"/> Dates2 <input type="checkbox"/> Dates3 <input type="checkbox"/> Dates4 <input type="checkbox"/> Dates5 <input type="checkbox"/> Dates6
Requested Facility:	<input type="checkbox"/> Pontiac Northern <input type="checkbox"/> All Saints <input type="checkbox"/> Other: _____
Facility Access Dates prior to show dates: (rehearsals, set build, etc.)	
Proposed Production Staff:	
Director	
Assistant Director	
Producer	
Music Director	
Choreographer	
Costume Director	
Stage Manager	
Set Director	
Lighting Director	
Refreshments	
Other: (specify)	
Proposed Budget (\$):	

Requester Information:

Name	
Address	
Phone	
e-mail	

By submitting this form, I hereby request Pontiac Theatre IV Board approval for this show and agree to abide by Pontiac Theatre IV policies and procedures, including those specifically related to Second Stage.

Signature: _____ Date: ___/___/___