



City of Santa Clarita
24266 Main Street Santa Clarita, CA 91321
Phone: (661) 290-2255



VENUE RENTAL APPLICATION

The MAIN

INSTRUCTIONS:

- ◆ Read and acknowledge each section of the attached facility usage agreement.
- ◆ Facility reservation must be made 30 days prior to requested event date.
- ◆ Staffing fee of \$38 per hour is required for use of technical staff.

Check the best category which applies to you/your organization:

- Non-Profit Organization (EIN: _____) Private Function

APPLICANT INFORMATION:

Name of Applicant:		Organization, if applicable:	
Email:		Phone:	
Address:			
City:	State	Zip:	
Alternate Contact Name:	Alternate Contact Phone:	Alternate Contact Email:	
If credit card payee name is different from applicant name, please include information here:			
Payee Name:		Payee Email:	
Payee Address:		Payee Phone:	

EVENT INFORMATION:

Type of Event:		
Date(s):	Start time:	End time:
Technical Staff needs:	Sound Technician	Lighting Technician