



**BLACK SPECTRUM THEATRE COMPANY, INC.**

Mailing Address: 119-07 Merrick Boulevard, Jamaica, NY 11434-2204  
Theatre Address: 177 Street & Baisley Blvd. Entrance, Jamaica, NY 11434  
(718) 723-1800

## Theatre Rental Information Form

Information	Description/Details	Notes
Organization		
Contact		Non-Profit: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date of Performance / Event		
Type of Event / Performance		
Time: Min. 4 Hours		
Lights & Sound		
Provide Insurance Coverage	Must state "In Cooperation with BSTC" on Certificate of General Liability Insurance	
Number of Performers in Production and on stage		
Children - How many Supervisory Personnel for Back Stage		
If Children - How many Supervisory Personnel for Theatre		
Set to be Provided /or/ Use backup		
BSTC to Provide Set		
Rehearsal Days Required		
Tech Rehearsal/ Schedule		
Lounge Usage		
Lounge Set Up instructions		
Access to Kitchen		
House Manager		
Marquee positioning		

**Other information you wish to convey regarding the rental of the theatre.**