

## Studio Hire Booking Form

The following information is required for Vincent Dance Theatre (VDT) to assess the suitability of the purpose of hire. Completing the booking form does not constitute confirmation of booking. All studio hire requests are at the discretion of VDT and are processed on a first come first served basis. VDT reserve the right to decline or cancel a booking should it be determined the nature of the booking be unsuitable for the venue or the ethos of VDT.

Please ensure that you complete all fields of the booking form.

Company & Contact Information	
Company Name	
Company Address	
Contact Name	
Contact Email	
Contact Tel.	
Booking Information	
Purpose of Hire	
Date/s of Hire	
Time/s of Hire to include set-up, clear-up & get-out	
Number of Participants	
Contact on the day if different from above	Name:  Phone number:
Further Information	
Please provide further information regarding your hire, such as Access or Equipment requirements.	

To comply with the Data Protection, VDT requires your permission to retain your details and send information promoting our interests and related activities. If you do not wish us to keep your details, please tick the box. ☐