

Mail:

Hylton Performing Arts Center
Attn: Sales Coordinator
10900 University Blvd MSN 5D2
Manassas, VA 20110

E-mail:

slandess@gmu.edu

Fax:

703-993-9364
Attn: Sales Coordinator

Rental Interest Form

Please complete this form, sign and return via mail, email or fax to the contact listed above.

Contact Name: _____

Phone: _____ Fax: _____ Email: _____

Organization: _____ Profit Non-Profit

If Non-Profit, please provide Tax Exempt Number: _____

Type of Event: _____

(Play, concert, speech, dance, fashion show, training, graduation, etc.)

Type of room will you need? Meeting Conference Rehearsal
 Performance Space Expo

Specific venue requested? Merchant Hall Gregory Family Theater
 Didlake Grand Foyer Lovey Hammel Lounge
 Buchanan Partners Art Gallery P.W.H.S. Rehearsal Room

Expected Attendance: _____ Food being served: Y N Tickets needed: Y N

Requested Date(s): 1) _____ 2) _____ 3) _____

Show Start Time(s): 1) _____ 2) _____ 3) _____

Show Finish Time(s): 1) _____ 2) _____ 3) _____

Set up time needed prior to curtain: _____ Break Down Time: _____

Audio/Visual needs: _____

Accessibility needs: _____

Number of Performers: _____ Rehearsal day(s): _____

Other information you feel we may need as it relates to your rental inquiry:

For more information about the Rental Process, please visit the [Hylton Center Website](#), click on **Rentals**, and then click the **Rental Process** link on the right side of the page.

