

**EASTBOURNE ARTS CENTRE TRUST - UNDER GROUND THEATRE**

**REQUEST FOR QUOTATION**

Today's Date

Name of Organisation

Contact Name

Contact Address

Tel No:  Mobile No:

E-mail Address:

Category (Music, drama etc)

Will copyright music be used  See separate document for details of PRS charges

Date required   
*(Note: Minimum TWO hours; thereafter in 15 Min slots.)*

Get in Time	<input type="text"/>
Audience Admission Time (If Applicable)	<input type="text"/>
Performance Starts (If Applicable)	<input type="text"/>
End of performance Time (If Applicable)	<input type="text"/>
Get out Time	<input type="text"/>

**OTHER FACILITIES REQUIRED**

Lecturn Y/N

Grand Piano Y/N

Tuning of Piano Y/N   
*(Cost £45 Weekday & £55 Weekend)*

Combined Bar & Coffee bar  Times   
*(Operated by EAC -UGT)*

Assistance with media publicity from UGT Press Officer required  Comments

Any additional services required as shown on price list  Details

**COSTING**

Item	Hrs/No	Cost/Hr	Total
<i>For office use only</i>			
<b>Total</b>			

Estimated cost