

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 Y/N See separate document for details of PRS charges

Will you be asking UGT to sell tickets for your event Y/N See separate document for details of our 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 £50 Weekday & £60 Weekend)

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

Any additional services required as shown on price list Y/N Details

COSTING

Item	Hrs/No	Cost/Hr	Total
For office use only			
Total			

Estimated cost £