

EVENT REQUEST FORM

ANTIQUITIES, MONUMENTS AND MUSEUMS CORPORATION

PLEASE COMPLETE THE FOLLOWING APPLICATION FOR YOUR EVENT

Select the proposed venue

- | | |
|--|--|
| <input type="checkbox"/> Fort Charlotte-Gift Shop Area | <input type="checkbox"/> Fort Charlotte-MOAT |
| <input type="checkbox"/> Fort Charlotte-Parking Area | <input type="checkbox"/> Audio Visual Room (Ft.) |
| <input type="checkbox"/> Fort Darcy | <input type="checkbox"/> Fort Stanley |
| <input type="checkbox"/> Pompey Museum | <input type="checkbox"/> Balcony House |
| <input type="checkbox"/> Collins' Estate Grounds-West | <input type="checkbox"/> Collins' Estate-East |
| <input type="checkbox"/> Collins' Estate Grounds-Upper | <input type="checkbox"/> Collins' Estate-Lower |
| <input type="checkbox"/> Fort Montagu | <input type="checkbox"/> Queen's Staircase |
| <input type="checkbox"/> Fort Fincastle | |

Organization/Company Hosting Event: _____

Name of person filing the application & position: _____

Address of Applicant: _____

Applicant's Telephone No. : _____ Cell: _____ Fax: _____

Email Address: _____

Date Requested: _____ Requested Hours: _____

Type of Event (Reception, Dinner, Show, Concert, etc.): _____

Proposed number of event patrons: _____

Who is the target audience: _____

Will there be vendors: _____ If so, what type: _____

How many: _____

Are there any sponsors for the event: _____

If so, please list them: _____

Is the event: () Ticketed () Invitation () Pay at the Door () Free () Combination

What is the format of the proposed event: _____

Are there any special requirements for your event: _____

What are your Security Requirements? _____

Signature of Applicant: _____ Date: _____

Signature of AMMC's Representative Accepting the Event Request Form: _____

Date: _____