



APPLICATION FOR LEASE

**601 East Leigh Street
Richmond, Virginia 23219
804-780-4970**

**Fax completed form to 804-780-4606
Or E-mail completed form to info@richmondcoliseum.net
www.richmondcoliseum.net**



A. PROPOSED EVENT INFORMATION:

- 1. Name of event _____
- 2. Date(s) requested and event time(s) _____
- 3. Length of event _____
- 4. Proposed ticket prices or cost of admission _____
- 5. Estimated daily attendance _____
- 6. Nature of event including name(s) of performer(s) _____
- 7. Brief description of event _____

B. LEASING ORGANIZATION INFORMATION:

- 1. Party leasing facility and responsible for all finances:
Name: _____
Address: _____
City/State/Zip: _____
Telephone No.: _____
Fax No.: _____
- 2. Leasing Party is: Corporation Partnership Individual
- 3. Principal owners/managers in leasing organization:
Name/Title: _____
Name/Title: _____
Name/Title: _____
- 4. List any other individuals, companies, or organizations involvement with the presentation of event:

- 5. Provide bank and credit card references:

- 6. County and State in which applicant is registered or incorporated and date of incorporation:

REFERENCES AND EXPERIENCE:

1. List previously used facilities, their locations, and the name or a brief description of event.

a. Event:

Date:

Facility / Location:

Contact:

Telephone No.:

b. Event:

Date:

Facility / Location:

Contact:

Telephone No.:

c. Event:

Date:

Facility / Location:

Contact:

Telephone No.:

2. List other references and contact telephone numbers in event promotion and presentation who can attest to the applicant's ability to provide SMG with a professionally produced and managed event. References may include talent agents, artist managers, tour managers, sports administrators, trade show or convention exhibitors or suppliers:

This application must be completed and returned prior to estimating and contracting your event.

If SMG approves the applicant's event and agrees to lease The Richmond Coliseum, the applicant shall agree to follow all reasonable rules, regulations and policies established by SMG and included in the building Lease Agreement for the operations of the facility.

It is hereby understood that this is only an application to obtain a Lease Agreement for the use of the Richmond Coliseum and is in no way a binding agreement between the applicant and SMG. Unless this application is approved and a Lease Agreement is issued, there shall be no legal and binding commitment whatsoever between the applicant and SMG.

SMG shall maintain the sole right of approval of events, including the right to allow a reasonable period of separation between similar events in order to provide the opportunity for the success of each event.

The applicant hereby agrees that the information provided herein is true and factual, that the applicant is not acting on behalf of any undisclosed parties or principals and has provided full, complete and accurate disclosure of the information contained herein. The applicant also understands that providing false information could result in immediate cancellation of the event and/or the implementation of default provisions of the Lease Agreement.

Business / Organization Name: _____

Applicant Signature / Title / Date: _____

Reviewed and approved for leasing by & date: _____