

RENTAL/LEASE AGREEMENT
The Historic Monroe Theatre
104 North Main Street Woodsfield, Ohio 43793
(866) 537-0413



Today's Date:_____ Desired Rental Date:_____ Deposit Required:_____

Name of Renter/Leaser:_____

Name of Business/Group/Organization:_____

Address:_____

City:_____ State:_____ Zip Code:_____

Phone:_____ Cell:_____

:

☐ **INDIVIDUAL** ☐ **Non-Profit** ☐ **For Profit/Commercial** (check appropriate box)

Lease/Rental Fee: \$_____ Proof of Liability Insurance: (must attach)

☐ **Movie Screening/Showing** ☐ **Concert/Event** ☐ **Other Event**

☐ **Private Event** ☐ **Public Event** **Movie/Film Leasing in Place:**_____

☐ **Ticketed Event** ☐ **Non- Ticketed Event** ☐ **ETIX** ☐ **Other or at door**

The Historic Monroe Theatre reserves the right to offer/sell concessions at any rental or leased event.
Beer may also be offered at appropriate events.

Cleaning Fee: \$300 (required for ALL Rentals/Leases)

☐ **Technician Required** (\$250 Fee for Technician up to 4 hours)

Rental Amount:\$_____

Cleaning Fee:\$_____

Technician Fee:\$_____

Deposit Paid:\$_____

Balance Due prior to event start:\$_____

☐ by checking this box, I acknowledge
that I have read and fully understand
The rental/lease policies and rates set
forth by The Historic Monroe Theatre

Renters/Leasers Must comply to all policies and or rules/guidelines set forth by The Historic Monroe
Theatre for ALL functions, public or private.

Renter Signature Date

Theatre Admin Signature Date