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**THEATRE HIRE ENQUIRY FORM**

If you wish to make a booking enquiry, please complete the following information with as much detail as possible. This form acts as an enquiry only and does NOT confirm any booking.

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|  Name (main contact) |  |
|  Group/Organisation name |  |
|  Contact number |  |
|  email address |  |
|   Type of event: e.g. theatre show, dance, live music etc |  |
| Total number of performers expected for each day (approximate) |  |
| Where is your group/organisation based? e.g. Eastleigh, Southampton etc |  |
|  Preferred venue  |  The Point |   The Berry Theatre |
|  Hire option choice (select one only) |  1 day hire |  Weekend hire  |  Week hire |
|  1st choice of preferred date(s) |  |
|  2nd choice of preferred date(s) |  |
|  3rd choice of preferred date(s) |  |
| If at The Point what is the likelihood of hiring other available spaces for your event? (select as many as required) |   Studio Theatre |   Conference Room |   Creation Space |

**Please return your completed form to** **TheatreHires@eastleigh.gov.uk** **and we will be in touch soon to discuss your enquiry further.**