

EASTERN MICHIGAN UNIVERSITY

Convocation Center and Pease Auditorium

Division of Business & Finance

Application for Rental

(Contract will be issued upon approval.)

Today's Date: _____

Name of Renter: _____ Title of Renter: _____

Name of Company or Organization: _____

Mailing Address of Renter: _____

City, State, Zip: _____

Area Code/Phone Number of Renter: _____

Area Code/FAX Number of Renter: _____

E-Mail Address of Renter: _____

Site: Convocation Center _____ or Pease Auditorium _____ (check one)

Day(s), Date(s), Year requested: _____

Move In Time: _____ Move Out Time: _____

Doors Open (time): _____ Show Begins: _____ Show Ends: _____

Name of Act or Program: _____

Description of Act or Program:

Promoted by: _____

Contact Name: _____ Contact Title: _____

Contact Mailing Address: _____

City, State, Zip: _____

Area Code/Phone Number of Contact: _____

Marketed by: _____

SPACE:	USE:	DATES:	HOURS:
_____	_____	_____	_____
_____	_____	_____	_____

Anticipated Attendance or Number of Participants: _____

Ticketed Event: YES ___ NO ___ TICKET PRICE(S): _____

Complete this application and return to:

Eastern Michigan University Convocation Center
799 N. Hewitt Road, Suite 309
Ypsilanti, MI 48197
Main: 734.487.5386
Fax: 734.487.6898