



**Delou Africa Dance Ensemble  
(D.A.D.E.)  
PERFORMING CULTURAL ARTS  
BOOKING REQUEST FORM**

Date: \_\_\_\_\_

Organization/Individual Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Additional Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

- |   |  |
|---|--|
| <p><b>1. Our organization is interested in:</b><br/> <input type="checkbox"/> Residency      Number of Days _____<br/> <input type="checkbox"/> Educational Presentation/Lecture<br/> <input type="checkbox"/> Drum/Music Performance<br/> <input type="checkbox"/> Dance Performance<br/> <input type="checkbox"/> Mini Performance<br/> <input type="checkbox"/> Full Concert</p> | <p><b>Name of Event:</b> _____<br/><br/> <b>Time of Event:</b> _____</p> |
|---|--|

<b>2. Requested Date(s)/Time</b>	<b>Date</b>	<b>Time</b>
1 <sup>st</sup> Choice	_____	_____
2 <sup>nd</sup> Choice	_____	_____
3 <sup>rd</sup> Choice	_____	_____

**3. Actual performance Time(s)** \_\_\_\_\_

**Length of Performance Requested (in minutes):** \_\_\_\_\_

**\*\*Dates and times are not guaranteed until a contract is signed\*\***

**4. Performance Facility**

Name and address of facility (if different from above) \_\_\_\_\_

Facility Technical Director: \_\_\_\_\_ Hours of Availability: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**5. Performance Space**

Length \_\_\_\_\_ Width \_\_\_\_\_ Type of Floor/Surface \_\_\_\_\_

Seating Capacity \_\_\_\_\_

Description of Performance Space:(e.g., stage in an auditorium, gym, temporary stage, outdoor space, etc.) \_\_\_\_\_

**6. Description of Event**

Nature of the Event (e.g., school assembly, outdoor festival):

Are any other activities planned for this event? \_\_\_\_ Yes \_\_\_\_ No. If yes, please describe the planned activities \_\_\_\_\_

Expected audience (e.g., children, adults, families, elderly, special needs, etc.) \_\_\_\_\_

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**\*\*\*For D.A.D.E Use Only\*\*\***

Date Received:

Performance Booked? (yes/no)

Performance Details

Date and Time:

Duration:

**Notes:**