



Please return completed application to: Maria Sahakian, Marketing & Events Manager, Glendale Arts, 116 West California Avenue, Glendale, CA 91203;  
Tel: (818) 243-2611 ext. 16; Fax: (818) 241-2089.

**Licensing Agreement Information:**

Please Print Clearly

Project		Load-in / Set-up Dates	Shoot Dates
Production Company			
Mailing Address – Street / Post Office Box			Suite / Apt. Number
City	State	Zip Code	
Federal Tax ID Number or Social Security Number	Type of Organization	Web Site Address	
<b>Person Signing the Agreement</b>	Name	Title	

**Contact Information:**

<b>Primary Contact</b>	Name/Title		Email	
Primary Contact Number	Type	Secondary Contact Number	Type	Fax
<b>Production Contact</b>	Name		Email	
Primary Contact Number	Type	Secondary Contact Number	Type	Fax
<b>Audience Co. Coordinator</b>	Name		Email	
Primary Contact Number	Type	Secondary Contact Number	Type	Fax
<b>Catering Contact</b>	Name		Email	
Primary Contact Number	Type	Secondary Contact Number	Type	Fax
<b>Other</b>	Name		Email	
Primary Contact Number	Type	Secondary Contact Number	Type	Fax

**Event Information:**

Synopsis of the script / project description (Please include as much detail as possible)	
Type of Project: <input type="checkbox"/> Film <input type="checkbox"/> TV Show <input type="checkbox"/> Commercial <input type="checkbox"/> Music Video <input type="checkbox"/> Other:	
Projected number of crew/staff:	Projected number of audience members:
What areas will you be filming in: <input type="checkbox"/> Marquee <input type="checkbox"/> Forecourt <input type="checkbox"/> Downstairs Lobby <input type="checkbox"/> Upstairs Lobby <input type="checkbox"/> Auditorium <input type="checkbox"/> Other:	
Will seat removal be required? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Will your production be using an outside generator? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Will the Alex Theatre Marquee be filmed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Will the Alex Theatre staff be required to sign a non-disclosure agreement? <input type="checkbox"/> Yes <input type="checkbox"/> No	

In order for your production to take place at the Alex Theatre, you need to obtain a filming permit from the City Clerk's Office. For more information please go to <http://www.ci.glendale.ca.us/city-clerk/filming.asp>

**Settlement Information:**

How do you want to receive your settlement paperwork? <input type="checkbox"/> Mail <input type="checkbox"/> Pick up from Alex Theatre Office	If pick-up, name of individual authorized to receive settlement package:
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