

**Theatre South Carolina  
Application for Theatre Rental**

Return to:  
K. Dale White  
USC Department of Theatre and Dance  
Longstreet Theatre  
Columbia, SC 29208

Or Fax to: 803/777-6669

**General Info:**

1. Name of organization: \_\_\_\_\_
2. Contact name and phone #: \_\_\_\_\_
3. Type of event: \_\_\_\_\_
4. Name of show if applicable: \_\_\_\_\_
5. Rental dates: \_\_\_\_\_ 6. Event dates: \_\_\_\_\_
7. Space requested:  Drayton  Longstreet  Benson

**Technical Needs:**

1. Will you need the lighting system?  Yes  No  
If "yes", would you like to use a "repertory type" lighting plot or will you need a custom plot? (You will need to provide your own lighting package for the custom option during the school year. However, this may be possible during the summer months)  
\_\_\_\_\_
2. Will you need the sound system?  Yes  No  
If "yes", what are your requirements?  
\_\_\_\_\_
3. Will you be loading in scenery?  Yes  No  
If "yes" please describe briefly.  
\_\_\_\_\_
4. Will you be using the counterweight system during the show?  Yes  No  
If "yes" please describe.  
\_\_\_\_\_

**Labor:**

1. Will you need:
  - Light board operator
  - Sound board operator
  - Stage manager
  - Deck crew
  - Fly rail operator
  - Load-in help
  - Load-out help

**Please contact K. Dale White for current labor rates and minimums.**

At least one University staff person must be in the theatre at all times. If there are night performances or rehearsals, this staff member must be present.