

Stage 12 Rental Request Form

Client Information

Name of Client: _____
 Client is: ☐ Individual(s) ☐ Organization
 Contact name: _____
 Address: _____
 Phone Number: _____ - _____ - _____ Email: _____

Event Information

Rental date: _____
 Day of week: _____
 Rental time: Start _____ End _____
 [Event may be held for up to four (4) hours, including set up time.]
 Type of Event: _____
 Number of guests (max capacity: 600):
☐ >50 ☐ 50-100 ☐ 100-200 ☐ 200-300 ☐ 300-400 ☐ 400-500 ☐ 500-600

Food/Alcohol

All food and beverage (including alcohol) must be purchased through Brookshire Brothers.

Will food be served at your event? ☐ Y ☐ N
☐ If yes, view our [catering options](#)

Will beer & wine be served at your event? ☐ Y ☐ N
 Do you plan on: ☐ Cash bar ☐ Group Tab

Rentable Space & Pricing

**Event cannot span peak and non-peak period.

		Non-Peak Rates (Sunday - Wednesday 8:00 a.m. – 4:00 p.m.)	
Space	Capacity	Public Rates	TAMU-Affiliated Rates (~25% discount)
Stage 12 - Balcony	150	\$ 450.00	\$ 350.00
Stage 12 - Ground Level	350	\$ 750.00	\$ 575.00
Garrigan Stables	100	\$ 600.00	\$ 450.00
All 3 spaces rented	600	\$ 1,600.00	\$ 1,200.00

		Peak Rates (5:00 p.m. – midnight daily; Thursday - Saturday 8:00 a.m. – 4:00 p.m.)	
Space	Capacity	Public Rates	TAMU-Affiliated Rates (~25% discount)
Stage 12 - Balcony	150	\$ 900.00	\$ 675.00
Stage 12 - Ground Level	350	\$ 1,500.00	\$ 1,125.00
Garrigan Stables	100	\$ 750.00	\$ 550.00
All 3 spaces rented	600	\$ 2,800.00	\$ 2,100.00

Schedule of Additional Fees

_____ Set up fee (any excessive furniture adjustment) - \$250
_____ Clean-up fee - \$250
_____ Facility damage/excessive clean-up deposit - \$500 (fully refundable in 5-7 business days after event,
if not needed)
_____ Security to be coordinated by Brookshire Brothers, pricing varies.
_____ Use of audio system/microphone- \$250
_____ Video board** - \$250
_____ Audio engineer (as needed) – additional \$500. Coordinated by Brookshire Brothers.

[**Stage 12 Ground Level must be rented for the Event to use video board, microphone, and sound system.]

[***Brookshire Brothers has the right to require additional security for an Event.]

Amenities Available at No Additional Charge

- Usage of stage
- Tables
- Chairs

For General Policies, Terms and Conditions, click here _____.

Signature

Date