

BOOKING INQUIRY

**NOTE: THIS FORM IS TO BE USED FOR INQUIRIES AND DOES NOT CONSTITUTE A
CONFIRMED BOOKING WITH THE HOBBY CENTER**

TODAY'S DATE: _____

ORGANIZATION INFORMATION:

ORGANIZATION NAME: _____

ADDRESS: _____

CONTACT / TITLE: _____

DAYTIME PHONE: _____

OTHER PHONE: _____

EMAIL ADDRESS: _____

PLEASE TELL US A LITTLE BIT ABOUT YOUR ORGANIZATION (A MISSION STATEMENT WILL SUFFICE):

PLEASE CHECK ONE OF THE FOLLOWING:

IS YOUR ORGANIZATION:

COMMERCIAL

OR

NON-PROFIT

ARE YOU INTERESTED IN BOOKING:

SAROFIM HALL
(2636 SEATS)

OR

ZILKHA HALL
(500 SEATS)

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DATE REQUEST FORM

EVENT NAME _____
DATES REQUESTED: _____
1ST CHOICE _____
2ND CHOICE _____
3RD CHOICE _____
4TH CHOICE _____

PLEASE GIVE US A BRIEF DESCRIPTION OF YOUR SHOW'S TECHNICAL REQUIREMENTS. (EX:
HEAVY LIGHTING, WILL BRING OWN SOUND BOARD, MULTIPLE SETS, ORCHESTRA SHELL NEEDED,
BROADCASTING, ETC)

WILL YOU BE SELLING TICKETS THROUGH OUR BOX OFFICE FOR THIS EVENT? YES NO

ARE YOU INTERESTED IN BOOKING A SPECIAL EVENT SPACE FOR A PRE / POST-SHOW
RECEPTION? YES NO (IF YES, A SPECIAL EVENTS ASSOCIATE WILL GET IN TOUCH WITH
YOU REGARDING THIS BOOKING ONCE YOUR DATE HAS BEEN CONFIRMED.)

IF YOU HAVE ANY QUESTION PLEASE FEEL FREE TO CONTACT THE HOBBY CENTER BOOKING
DEPARTMENT AT BOOKING@HCPA.COM OR (713) 315-2512.

PLEASE COMPLETE AND FAX WITH ANY SUPPORTING DOCUMENTS TO:

THE HOBBY CENTER FOR THE PERFORMING ARTS
ATTN: HCPA BOOKING DEPARTMENT AT (713) 315-2532