

Gallery Rental Questionnaire

Warwick Center for the Arts

Contact Info

Contact Name: _____

Name of Organization: _____

Street Address: _____

City: _____ State: _____ Zipcode: _____

Day Phone: _____ Cell Phone: _____

Email Address: _____

Rental Info

Event Type: Bridal / Baby Shower Birthday Party Corporate Other: _____

Prospective Dates: _____ Times: _____

Event Style & Size

of Guests: _____ Standing Reception Tables and Chairs

Audience Style

Note: Maximum Capacity determined by Warwick Fire Marshall cannot exceed -- Seated: 65 Guests or Standing: 130 Guests

WCFA Notes:

Food and Beverage

Food: Caterer: _____ Phone: _____

Homemade *(Note: If bringing in Homemade food we require that you sign a rental waiver)*

No Food Will be Served.

Beverages: Alcohol will be served TIPS Certified Pourer needed

No alcohol will be served

WCFA Notes:

