

# Zilker Hillside Theater

2020 REQUEST FOR RESERVATION  
THIS FORM DOES NOT CONFIRM A RESERVATION

Mailing address:  
The Dougherty Arts Center  
1110 Barton Springs Road  
Austin, Texas 78704  
Phone: 512-974-4045  
Fax: 512-974-4003

Name of organization:

Contact Person:

Telephone:

Email:

Mailing address:

Alternate Contact Person:

Telephone:

Email

Title of Event:

Brief description of event:



**Requested Dates and Hours (Include all set up, rehearsal, performance and strike dates and times)**

|             |  |                     |  |                   |  |
|-------------|--|---------------------|--|-------------------|--|
| <b>Date</b> |  | <b>From (am/pm)</b> |  | <b>To (am/pm)</b> |  |
| <b>Date</b> |  | <b>From (am/pm)</b> |  | <b>To (am/pm)</b> |  |
| <b>Date</b> |  | <b>From (am/pm)</b> |  | <b>To (am/pm)</b> |  |
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| <b>Date</b> |  | <b>From (am/pm)</b> |  | <b>To (am/pm)</b> |  |

**Rain Date:**

Number of adult performers (over 18 years of age):

Number of youth (under 18 years of age) performers:  
(ALL minors must be accompanied by an adult at all times.)

Number of staff/crew:

Estimated attendance (per performance):

Will donations be taken?

YES

NO



**Temporary Structures:**

Will this event include erecting tents or other temporary structures (staging, fencing, etc.)

Yes                      No

If yes, please list the number of intended temporary structures and their dimensions. (Please note, if request is approved, a site plan will be required 6 months prior to event for review):

**Lighting/Sound/Scenery:**

All City equipment provided to the renting organization is made available as is and said organization shall bear the risks in using the equipment provided. Damage to any City of Austin equipment shall be paid in full by the organization renting the facility. Zilker Hillside Theater does NOT provide sound reinforcement.

Will event require scenery?                      YES                      NO

If yes, please provide a brief description of the set design plan:

Will event require special lighting?                      YES                      NO

Requestor must provide all technical personnel required for handling the event production and move-in and move-out.

If yes, please provide a brief description of the special lighting:

Individuals or organizations that intend to use amplified sound MUST obtain a sound permit from the office of special events no later than 14 days prior to the reservation date.

Will event require amplified sound?                      YES                      NO



If yes, please provide a brief description of the sound amplification:

**Vending/Concessions:**

Event organizer is responsible for ensuring that all vendors on site have the required permits displayed.

Will there be vendors during the event?                      Yes                      No

If yes, please list the number of possible vendors, and the general scope of merchandise sold:

Individuals or organizations that offer food at Zilker Hillside Theater are required to obtain a Temporary Food Event Permit. **THE SALE OR SERVING OF ALOCHOL IS PROHIBITED AT ZILKER HILLSIDE THEATER.**

Will your organization be offering concessions?                      YES                      NO

If yes, please provide a brief description:

**PARK CURFEW HOURS -**

Please know that the **Zilker Hillside Theater** is subject to regular **park curfew hours (from 10:00 P.M. to 5:00 A.M.)**. If your scheduled performance/event will run over into the designated curfew time, permission to do so must be requested in writing to the Zilker Theater Manager for approval by the Parks and Recreation Department.

Will you be requesting approval to stay beyond established park curfew hours?

YES                      NO



**SIGNATURE:**

By my signature below I represent that I have reviewed and understand this information. I understand that this is only a request for a reservation, not a confirmation or reservation agreement.

**RENTER: AUTHORIZED REPRESENTATIVE:**

Signature:

Date:

**THIS FORM SERVES AS A GENERAL REQUEST AND DOES NOT GUARANTEE A RESERVATION**

