

# *We the People Legal Foundation*

200 Harrison Street • Oakland, CA 94607  
phone: (510) 836-3273 • fax: (510) 836-3063  
<http://www.wtp.org> • e-mail: wtp@wtp.org

## **Tentative Facility Rental Contract**

(please print clearly)

Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ E-mail: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Please write a description about the organization planning or sponsoring the event:**

---

---

---

**Please write a detailed description of the event**

---

---

---

**Proposed date(s) of the event:** \_\_\_\_\_

**Time of the event in hours (include move-in and move-out):** \_\_\_\_\_

**Number of people expected:** \_\_\_\_\_

**What is the cost of admission to the event (if any):** \_\_\_\_\_

**Will food or drinks be served? Yes** \_\_\_ **No** \_\_\_

**What will be set-up in the Auditorium? Chairs** \_\_\_ **Tables** \_\_\_ **Stage** \_\_\_  
**Sound Equipment** \_\_\_

**Can we publish the event on the WTP Event calendar? Yes** \_\_\_ **No** \_\_\_

\_\_\_\_\_  
Signature [Lessee]

\_\_\_\_\_  
Date