

# The David Minor Theater

180 E. 5th Avenue, Eugene, OR 97401 : 541-762-1700

## ~Theater Rental Form~

You can fill this form out digitally and email it back, or print it and mail it, or give it to us personally.  
Your rental is **not final until** we've confirmed it with you and payment is made in full.

**Contact Name:** \_\_\_\_\_  
**Business** (if applicable): \_\_\_\_\_  
**Contact Number(s):** \_\_\_\_\_

**Date of Rental:** \_\_\_\_\_  
**Rental Times: FROM:** \_\_\_\_\_ **TO:** \_\_\_\_\_  
(Note: Minimum rental time is 2 hours)

**Movie:** \_\_\_\_\_  
(Bring any BluRay or DVD, or choose from our library)

**Desired Theater(s):**    **Main Theater**       **Livingroom Theater**       **Lounge**  
(Capacity: 50)                      (Capacity: 16)                      (Capacity: 7-10)

*Please check the website for rental rates.*

The David Minor Theater provides a full food and beverage menu including appetizers and mains, vegetarian options, beer and wine selections, non-alcoholic beverages, candy and popcorn. Check out [www.davidminorthheater.com](http://www.davidminorthheater.com) for the full menu details.

If you know your party will be ordering from our food menu, please check out the menu online and be prepared to fill out an order form(s) for your group.

**NOTE: To prevent order mix-ups, food & drinks may not be ordered in advance, only upon the start of your rental period in person. Thanks -DMT**

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### Theater Rental Details and Policies:

- Two week notice prior to your rental date is required (we prefer three weeks if possible.)
- The time you specify as the start of your rental is the earliest time you may enter the theater. If you need time to set up for your guests/event or order your food or drinks, please include that time in your rental.
- No outside food or beverages are allowed. The ONLY exception is celebratory cakes (birthday cake, cupcakes, etc.)
- Minors are allowed in the theater before 5:00pm ONLY.

### Cancellation Policy:

If you need to cancel your rental you may do so and receive a refund as long as our regular movie schedule has not been modified to accommodate your rental. Our movie schedule is generally set 8 days in advance.

I have read and agree to all of the above details: X \_\_\_\_\_