



CHRIST CHURCH CATHEDRAL / LA CATHÉDRALE CHRIST CHURCH

1444 Union Avenue, Montréal, QC, H3A 2B8 Tél (514) 843-6577 ext 241 Fax (514) 843-6344
E-mail: concert.rentals@montrealcathedral.ca

CONCERT RENTAL ENQUIRY

A) ORGANIZATION

Name: Click or tap here to enter text.

B) MAIN CONTACT PERSON FROM ORGANIZATION

Name: Click or tap here to enter text.

Phone number: Click or tap here to enter text. Email: Click or tap here to enter text.

C) STATUS OF ORGANIZATION

Approximately how many people will be performing at the concert? Click or tap here to enter text.
(Note: The total capacity of the cathedral is 584 people, inclusive of performers)

Do you have commercial general liability insurance Yes No

(coverage limit of \$2,000,000 and Tenants Legal Liability coverage limit of \$500,000)?

(Note: insurance is mandatory and may be purchased through the Anglican Diocese of Montreal.)

D) REQUESTED DATE AND TIME OF CONCERT (including duration of rental)

Click or tap here to enter text.

E) REQUESTED DATE AND TIME OF REHEARSAL(S)

Click or tap here to enter text.

F) USE OF CATHEDRAL INSTRUMENTS, EQUIPMENT, FACILITIES, AND ADVERTISING SPACE			
Please tick below if you wish to use:			
<u>Instruments for hire</u>			
Grand piano (Yamaha Conservatory)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Harpsichord	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Cathedral organ	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
The portative organ	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<u>Equipment (free of charge)</u>			
Flood lighting (2 tripods)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Music stands (We have 18 stands)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Number: Click or tap here to enter text.
Stand lights (We have 15 music stand lights)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Number: Click or tap here to enter text.
Chairs	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Number:
Step risers (two 8-foot risers to widen the depth of the steps, especially for singers)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Top step risers (six 1-foot high risers to give a further raised row of choir)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Conductor podium large (3'x2'x 1')	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Conductor podium small (2'x2'x 6")	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<u>Facilities</u>			
We have three green room facilities:			
1. Capacity for 4 artists			
2. Capacity for 50 artists			
3. Capacity for 50 artists			
Will you require green room facilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If so, how many rooms and which ones? Click or tap here to enter text.			
Notes:			
<u>Advertising Space</u>			
Use of our sandwich-board outside the front of the cathedral (2' x 4') for your own poster during the week before the concert	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Use of our magazine rack inside the cathedral for your own brochures			
At any time once the contract is signed	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

G) USE OF ORGANIZATION'S OWN, OR HIRED, EQUIPMENT

Please tick below if your organisation will be bringing in:

- | | | |
|--------------------------|------------------------------|-----------------------------|
| Lighting? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Staging? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Amplification equipment? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Recording equipment? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Restrictions

Please note the following restrictions on the use of your own equipment from the Dean and Corporation of the Cathedral. Failure to respect these restrictions will result in your equipment being removed:

1. No staging, scenery, equipment etc. can be stored in the Cathedral on Sundays.
i.e., Saturday concerts must clear away before 7am on Sunday, and no staging, scenery, equipment etc. can be brought into the Cathedral until after the last Sunday service of the day.
2. No equipment, books, lamps, or any other item may ever be placed upon any of the altars.
3. The Nave altar may only be moved with permission from the Vergers and Rental Concert Manager.
When movement is approved the Vergers must be present or preferably the ones who would move the altar. This stipulation is applicable to all CCC furniture (*i.e.*, eagle lectern, flowers on pedestals, credence tables, clergy chairs, etc.)
4. All staging is subject to final approval from the concert rental manager and the Dean of the Cathedral and there is a charge of \$75 per night if you wish to leave in place any staging or set-up.

H) STAFFING AND SUPPORT

Two Cathedral Vergers will be on duty for security and to assist the Organization. If more than 150 people are expected to be present at the event (artists + audience) an additional verger will need to be on duty. The security costs will be borne by the Organization.