

Rental Application for Outdoor Movie Night

Date: [Insert Date]

To: [Venue Owner/Manager's Name]

[Venue Name]

[Venue Address]

Dear [Venue Owner/Manager's Name],

I am writing to formally apply for renting [Venue Name] for an outdoor movie night event on [Insert Date of Event]. We are excited about the opportunity to host this community gathering and create a memorable experience for participants.

Event Details:

- Date of Event: [Insert Date]
- Time: [Insert Start Time] to [Insert End Time]
- Expected Attendance: [Insert Number of Attendees]
- Type of Movie: [Insert Movie Title or Genre]
- Equipment Needed: [List any necessary equipment, e.g., projector, screen]

We will ensure that the venue is left clean and that all safety regulations are followed. Additionally, we are willing to discuss any fees and requirements you may have for this rental.

Thank you for considering our application. We hope to hear from you soon. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further information.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]