



(https://thesoraya.org/en/)

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RENTAL INTAKE FORM

This intake form is intended to provide initial information of the needs of potential Renters of Younes and Soraya Nazarian Center for the Performing Arts (YSNC). A final commitment to use YSNC Facilities is not made until a Facility Use Rental Agreement has been issued by YSNC, signed by the Renter, and returned with the Event Deposit as specified in the Agreement.

Requested Venue Facility (select all that apply) (Required)

- Plaza Del Sol Performance Hall
- The Soraya - Great Hall
- The Soraya - Valera Lobby
- The Soraya - Courtyard
- The Soraya - Art Gallery
- The Soraya - Porter Pavilion
- The Soraya - Rooftop Terrace
- The Soraya - Zev Yaroslavsky Rehearsal Room

Name of Organization (Required)

Address (Required)

Street Address

Address Line 2

City

State / Province / Region

ZIP / Postal Code

Country

Phone (Required)

Fax

Email (Required)

Website

Organization (Required)

- CSUN Affiliate / Partner
- Non-Profit Organization *
- Commercial / For-Profit Organization

* EIN Required for Non-Profit Organizations

EIN

*Required for Non-Profit Organizations

Primary Contact Name (Required)

First

Last

Email (Required)

Office Phone (Required)

Cell Phone (Required)

Fax

Event Name (Required)

Event Type (Required)

- Concert
- Dance
- Theatrical
- Public Speaker
- Other

What is the total number of participants in the production (cast and crew)? (Required)

General Event Information *(Required)*

Please provide a brief description of your event.

Please list desired event date(s) and two alternate date(s).

Desired Event Date(s) *(Required)*

Alternate 1 Event Date(s) *(Required)*

Alternate 2 Event Date(s) *(Required)*

Access Time *(Required)*

HH : MM A v

Vacate Time *(Required)*

HH : MM A v

Access Time *(Required)*

HH : MM A v

Vacate Time *(Required)*

HH : MM A v

Will there be days for tech and/or rehearsal? *(Required)*

- Yes
- No

If yes, how many days?

Access Time *(Required)*

HH : MM A v

Vacate Time *(Required)*

HH : MM A v

How many people do you expect in attendance? *(Required)*

Will this event be ticketed? *(Required)*

- Yes
- No

Please note that The Soraya's Ticketing Office is the exclusive ticketing outlet for all ticketed rentals at The Soraya and Plaza Del Sol Performance Hall and does not offer consignment ticketing. Tickets are placed on sale through The Soraya's online sales website (tickets.thesoraya.org) as well as at The Soraya's Ticket Office during Ticket Office hours.

Seating Configuration *(Required)*

- Reserved
- General Admission

Additional Facility Services

Please describe any additional facility services your event might require (e.g.: merchandise sales, concessions sales, catering, valet parking).

By submitting your form below, you have completed the Rental Intake Form. Printed forms can be submitted to:

Younes and Soraya Nazarian Center for the Performing Arts

Attn: Facility Rentals
18111 Nordhoff Street
Northridge, CA 91330-8448
T: 818-677-8850

For additional questions please reach out to one of our Soraya Rental team members:

Carey Christensen, Director of Audience Services
carey.christensen@csun.edu | 818-677-8825

Lauren Welsh, Event Coordinator
lauren.welsh@csun.edu | 818-677-8824

Jack Morones, Technical Director
jack.morones@csun.edu | 818-677-8842

Zac Northcraft, Ticketing Manager
zac.northcraft@csun.edu | 818-677-5342

Myron Smith, Accounting and Rentals Associate
myron.smith@csun.edu | 818-677-8839

Please note: Your data will be saved and used solely for the purpose of fulfilling your request and will not be used for any other purposes without your explicit consent.

Submit