Venue Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Venue Contact |  |
| Email |  |
| Cell phone |  |
| Box office phone |  |
| Backstage phone |  |
| Address |  |
| notes |  |

|  |  |  |
| --- | --- | --- |
| **Transportation** | Yes or no | notes |
| Taxi |  |  |
| Car service |  |  |
| Bus |  |  |
| train |  |  |
| Subway |  |  |
| Internet access |  |  |
|  |  |  |
| Food |  |  |
| List of local restaurants |  |  |
| List of food stores |  |  |
| List of delivery of food local to area |  |  |
|  |  |  |
| Laundromat |  |  |
| Bookstore |  |  |
|  |  |  |

Insert a map of the local area including the venue