



NEW ORLEANS ARENA

# New Orleans Arena

New Orleans, Louisiana

**P.O. Box 52439**

**New Orleans, LA 70152**

**Phone: (504) 587-3663**

**Fax: (504) 587-3848**

[www.neworleansarena.com](http://www.neworleansarena.com)

## Facility Application

*Located on the threshold of one of America's most exciting cities, the New Orleans Arena has taken its place as the number one entertainment and sports venue in the South. Adjacent to the Louisiana Superdome & within close proximity to downtown, the French Quarter and thousands of hotel rooms, the Arena is New Orleans' premier facility for a wide array of events including private or public concerts, special events, general sessions, banquets, sporting events and touring shows. The New Orleans Arena is owned by the State of Louisiana and privately managed by SMG.*

### Purpose

This is an application for use of the New Orleans Arena by potential users who have not established financial or event experience rating in the promotion of events with the New Orleans Arena. This is not a contract for facility space or dates, yet the information included in the Application is essential for the New Orleans Arena in the event a contract is constructed.

This document is an application and does **not** bind either party. SMG, the New Orleans Arena, and the applicant agree that no publicity about any proposed program will be made public until a formal contractual agreement has been executed by both parties.

**Name:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Application: (Check one):** \_\_\_\_\_ **Corporation** \_\_\_\_\_ **Partner** \_\_\_\_\_ **Individual**



**New Orleans Arena Facility Application Continued**

**Financial References**

**Bank:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Event Information**

**Event Location:** \_\_\_\_\_

**Type of Event Proposed:** \_\_\_\_\_

**Name and/or Titles of Proposed Acts and/or Performers:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Will this be a benefit performance? \_\_\_\_\_ If so for whom? \_\_\_\_\_**  
\_\_\_\_\_

**Event Dates:** \_\_\_\_\_

**Will this event require a move in or move out day? \_\_\_\_\_ (yes or no)**

**What will be the publicized name of the event?**  
\_\_\_\_\_  
\_\_\_\_\_

**Estimated Ticket Prices:** \_\_\_\_\_

**Program Start Time:** \_\_\_\_\_ **End Time:** \_\_\_\_\_

**What additional services do you anticipate may be needed in the production of the event?** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **New Orleans Arena Facility Application Continued**

**Please include all event details not provided for in the information above.**

Please include the following information when returning this application:

- A fact sheet including but not limited to:
  - a. A history of your group or organization
  - b. Names and locations of facilities in which you have promoted an event.

The New Orleans Arena/SMG may require a security deposit to provide against damage to building or contents of the New Orleans Arena and/or to guarantee the payment of any unpaid bills. Applicant will furnish required certificates of insurance. All contractual agreements, usage, and event activities are subject to the standard rules for usage.

**IT IS UNDERSTOOD THAT THIS IS AN APPLICATION ONLY AND IS NOT A CONTRACTUAL AGREEMENT AND THAT THE NEW ORLEANS ARENA/ SMG MAY OR MAY NOT GRANT THE REQUEST SET FORTH ABOVE.**

**A facility contract and cost estimate will be provided to potential Client after application has been approved and all technical event information has been forwarded to event personnel.**

**APPLICANT:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_