

Guideline to request events at the rooms (*Lila Drache*) of *Kunst- und Kulturverein Südliche Innenstadt Halle (KuKuSü)*

(from 12th January 2018)

You are interested in planning one or several events at Lila Drache and with the Association of Art- and Cultur Südliche Innenstadt Halle (KuKuSü)? Great, we just need some information from you to decide, if your concept matches with our ideas and possibilities.

We are pleased, if you write some lines and answer the questions from this guideline – it is meant rather as inspiration than as strict questionnaire. Feel free to either write directly in the blanks or formulate an open text with all the information which you know already.

We decide in our monthly plenum and come back to you.

Name/ working title of the project?

Name and phone number/ e-mail address of a contact person.

What is the background of the project and what part is planned to be held in the rooms of *KuKuSü*?

How often and in which frequency should the event take place?

How many persons will take part at the event?

When is the event planned to take place? (earliest/latest/ ideal period)

Who should come to the event? Should the event be promoted in public and if yes, how?

If necessary: how will the event be financed?

What should be provided from *KuKuSü*?