



Facility Rental Form

Today's Date: _____

Primary Contact: _____ **Organization:** _____

Phone: _____ Email: _____

Secondary Contact: _____

Phone: _____ Email: _____

Facility Requesting:

- Recreation Center Gym
- Multi-Purpose Rooms
- Recreation Park Field(s)
- Pool

Week Day(s) Requesting:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday

Rental dates(Month/Date/Year) ____ / ____ / ____ **to** ____ / ____ / ____

_____ (A.M / P.M) _____ (A.M / P.M)

Main activity for rental request _____

Number of people anticipated for attendance? _____

How many tables needed? _____ **How many chairs needed?** _____