

Facility Rental Application

Date: _____

Name of applicant / organization: _____

Contact person: _____

Phone: Home _____ Cell _____

Mailing Address: _____

City: _____ Zip: _____

Email: _____

Is organization for profit or nonprofit? *Circle one:* Profit Nonprofit

Is your organization tax exempt? *Circle one:* Yes Tax # _____
No

Circle one: Profit: Field Rental - \$175./hr
 Field Rental w/lights - \$225./hr
 Gym Rental - \$175./hr per basketball/volleyball court

Nonprofit: Field Rental - \$150./hr
 Field Rental w/lights - \$175./hr
 Gym Rental - \$150./per basketball/volleyball court

Rental Fee: Hourly rate \$ _____ X No. of Hours _____ = \$ _____

Liability Insurance: Yes/Name of Carrier _____ No _____

Requested Information

Date of event: _____

Site/Activity requested: _____

Age Group: _____ Estimated # of participants/teams: _____

Time (must include set-up and clean-up): from _____ to _____

Total rental hours: _____

Please describe the nature of the event: _____

Any request for additional needs (e.g., maintenance assistance, technology equipment, parking attendant, etc.): _____

Signature of Representative: _____

Print name of Representative: _____

Please submit the rental application to Brooke Elmore, Assistant to Operations, Facilities & Technology at belmore@winsor.edu