



# General Facility Use Application

Information about Event Types, Available Facilities, Fees, How it Works and Responsibilities can be found in the CCA Facility Use Policy. This policy must be read and understood before signing Facility Use Application.

<b>Applicant:</b>	
<b>Email:</b>	<b>Phone:</b>
<b>Address:</b>	
<b>CCA Member on site</b> (if Applicant is not a member):	
<b>Email:</b>	<b>Phone:</b>

<b>Event Type:</b>	<b>Paid Participation Event</b> <input type="checkbox"/>	<b>Group Meeting</b> <input type="checkbox"/>	<b>Lecture</b> <input type="checkbox"/>
<b>Event Description:</b>			
<b>Instructor's/Lecturer's Name</b> (if applicable):			
<b>Max Enrollment:</b>	<b>Fee Charged</b> (Non-member):		

\*CCA Members are entitled to a 10% discount on the fee

### FACILITY REQUESTED

<b>1<sup>st</sup> choice:</b>
<b>2<sup>nd</sup> choice:</b>

### DATES/TIMES

Dates Requested	Day of Week	Time Requested		
		From	To	Hours

**I have read and understand the Facility Use Policy adopted by CCA and agree with the conditions as established:**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Facility Assigned: _____
CCA Approval: _____ Date: _____