



Central Valley Christian Schools Facility/Event Application for Use



Type of Event: <input type="checkbox"/> Concert <input type="checkbox"/> Athletic Event <input type="checkbox"/> Play/Drama <input type="checkbox"/> Meeting <input type="checkbox"/> Church Service <input type="checkbox"/> School Program <input type="checkbox"/> Other _____	Facility Requested: <input type="checkbox"/> Gymnasium <input type="checkbox"/> Classroom # ____ <input type="checkbox"/> Stadium <input type="checkbox"/> Chapel <input type="checkbox"/> HS Library <input type="checkbox"/> Multi-Purpose Room <input type="checkbox"/> Other _____
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Name of Event/Group:	Contact Person:
Cell #:	Home #:
Date of Application:	Date of Event:
Time Requested: Start: _____ <small>(include Set-Up & Clean-Up Time)</small> am <input type="checkbox"/> pm <input type="checkbox"/>	Finish: _____ am <input type="checkbox"/> pm <input type="checkbox"/>

Special Requirements for GYMNASIUM/MULTI-PURPOSE ROOM Use:

Microphone Tables _____ Chairs _____ Other _____

Any other explanation or special requirements needed in the **GYM/MULTI-PURPOSE ROOM**?

Special Requirements for CHAPEL Use:

TV/VCR Overhead Projector Sound _____
Person/Group doing Sound

Computer w/projector Other

**By the signature below, the applicant certifies that this event will not be used to solicit money, i.e., bake sales, dance, etc. Applicant has read and will comply with the instructions pertaining to the use of the Chapel as sated in the *Policy: Chapel/Facilities Use Form*.

Applicant's Signature

Please note: The date of your event will not be put on the school's Master Calendar or website until this application has been approved and signed, And/or all applicable fees have been paid. - The CVC Administration Office.

CVCS Superintendent (John DeLeeuw)
 Approved Disapproved

CVCS Chapel Coordinator (Dan Ruitter)
 Approved Disapproved

CVCS Athletic Director (Ryan Tos)
 Approved Disapproved

CVCS Calendar Coordinator (Shelly Weststeyn)
 Approved Disapproved

For Office Use Only:

Fees required for this Facility/Event Request?
 Yes No

Have required fees been received?
 Yes No

Is EMS Scheduled?
 Yes No

Is event on calendar/website?
 Yes No

Copies to:
 Dan Ruitter
 Case Brouwer
 Ryan Tos
 Applicant