

Rental Inquiry Form



ORGANIZATION NAME		EVENT NAME	
CONTACT PERSON		TITLE	
PRIMARY PHONE	ALTERNATE PHONE	BEST TIME & METHOD TO CONTACT	
WEBSITE		EMAIL	
ADDRESS	CITY	ZIP CODE	
DESCRIPTION OF EVENT			
EVENT DATE(S)			
REQUESTED RENTAL TIME		REQUESTED EVENT TIME	
<i>(Rental Time: please estimate total amount of time group will occupy facility, ie: setup, warm-up/cool-down)</i>			

REQUESTED VENUES

<input type="checkbox"/> COMPETITION POOL <input type="checkbox"/> Full Pool <input type="checkbox"/> Diving Boards (High Dive (3m) <input type="checkbox"/> Low Dive (1m) <input type="checkbox"/>) <input type="checkbox"/> Partial Pool (# of Lanes <input type="checkbox"/>)	<input type="checkbox"/> GYMNASIUM <input type="checkbox"/> Entire Gym <input type="checkbox"/> Single Court
<input type="checkbox"/> RECREATION POOL <input type="checkbox"/> Full Pool <input type="checkbox"/> Partial Pool (# of Lanes 1 2 3)	<input type="checkbox"/> FIELD <input type="checkbox"/> 1/2 Field (shared use)
<input type="checkbox"/> THERAPY POOL	<input type="checkbox"/> SKATEPARK

ADDITIONAL COMMENTS / SET-UP REQUIREMENTS

Please note: Contracts typically take a minimum of 3 weeks to process once date/time and logistics are confirmed. Completed rental packets must include a certificate of liability insurance naming TSA as additional insured, including endorsement page (sample available).

STAFF COMMENTS
