



## FACILITY RESERVATION REQUEST

Name of person/organization requesting use of Providence Bible Fellowship (PBF):

\_\_\_\_\_

(Check One) I am a: \_\_\_\_\_ PBF Church Member    \_\_\_\_\_ Non-Member    \_\_\_\_\_ Group/Organization

Contact Information:

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

If the requested use is by an organization not affiliated with PBF, please briefly state the organization's purpose and mission:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List the organization's website, if applicable: \_\_\_\_\_

List the names of the organization's officeholders and leaders:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe the event and how you intend to use PBF:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Check All That Apply) Which areas of PBF do you intend to occupy:

\_\_\_\_\_ Gym    \_\_\_\_\_ Classroom(s) (number of rooms: \_\_\_\_\_)    \_\_\_\_\_ Auditorium    \_\_\_\_\_ Grounds

Approximately how many people will attend this event: \_\_\_\_\_

Requested Rental Date(s) and Time(s): \_\_\_\_\_