



Facility Rental Request Form

Directions: Please complete this form in entirety and send to Jason Rojas at jrojas@athlosutah.org. Please call 801-438-4619 if you have any questions or need any additional information.

Date: _____

Time: _____

Organization Name: _____ Contact Phone: _____

Contact Name: _____ Contact Email: _____

Type of Activity: _____

Date(s) facility requested: _____

Arrival Time(s): _____ Departure Time(s): _____

Facility Rooms Requested: _____

Equipment / Furniture Requested: _____

Number of people expected? Under 18: _____ Ages 18-20: _____ Over 21: _____

Can you provide current Certification of liability Insurance? Yes No

As users of Athlos Academy facilities, we assume all responsibility for the activity and will not violate any city, county or state law. We understand and agree to comply with all rental policies of Athlos Academy and any loss or damages to buildings, equipment or grounds as a result of this activity will be fully reimbursed including court costs or damages as a result of any suit which might be instituted by any person as a result of use of these facilities. We hereby acknowledge having read and agree to abide by the Athlos Academy Facility Rental Guidelines and Fee Schedule.

Signature / Printed Name

Date

BELOW FOR OFFICE USE ONLY

Approval:

Rental Confirmed

Rental Declined



Lead School Administrator (Signature): _____

Scheduling:

Room is scheduled on Athlos Master Calendar: Yes No

Office Manager (Signature): _____

Business Management:

Insurance Provided: _____

Date: _____

User Category: _____

Rental Rate: _____

Personnel and Equipment Costs: _____

Deposit: _____

Total Rental Rate: _____

Rental payment received: Yes No

Signature (Business Manager): _____