



Health Education Center Rental Application Form

Completion of this application does not guarantee a permit will be granted
 *APPLICATION FEE MUST ACCOMPANY APPLICATION
 *MUST BE RECEIVED 2 WEEKS BEFORE REQUESTED DATE

- | | | |
|------------------------------------------|----------------------|------------|
| <input type="checkbox"/> UT Campus Group | \$25 Application Fee | Paid _____ |
| <input type="checkbox"/> Community Group | \$30 Application Fee | Paid _____ |

Requested Event DAY & DATE:

Applicant Name (Print): _____

The undersigned, hereinafter referred to as the Applicant, hereby makes application for permission to use the Student Recreation Center as noted below on the date(s) specified for the purpose(s) indicated.

Applicant Signature: _____

Email Address: _____

Mailing Address: _____ State: _____ Zip: _____

Phone Number: Work: _____ Home: _____ Cell: _____

Organization Represented: _____

Title / Relationship: _____

Event Description: _____

Start Time: _____ A.M. P.M. End Time: _____ A.M. P.M. Set Up Time: _____ A.M. P.M.

Total Number Expected: _____ Number of Chaperones: _____ Age Range of Group: _____

Areas Desired	Time:	Start	End	Check Other Needs
<input type="checkbox"/> Gym Courts	_____	_____	_____	<input type="checkbox"/> Gym Equipment
<input type="checkbox"/> Lap Pool	_____	_____	_____	
<input type="checkbox"/> Weight Room	_____	_____	_____	
<input type="checkbox"/> Track	_____	_____	_____	
<input type="checkbox"/> Dance Room	_____	_____	_____	
<input type="checkbox"/> Locker Room	_____	_____	_____	

** The Office of Recreation reserves the right to adjust times and assignments to meet the operational needs of the facility.*

** Some requests may result in additional charges or additional staffing*

** Payment of all rentals is due previous to entry unless approved in writing, in advance by the Director.*

** Personal checks must bear the name, address and phone number of the remitter, and a check sequence number.*

***All Participants must turn in a signed UT Release Form before entering the facility**