

GREAT FUTURES START HERE.



BOYS & GIRLS CLUB
Fitchburg and Leominster & Gardner Clubhouses

FACILITY RENTAL APPLICATION

Contact Information

Name of Group / Organization: _____

Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Contact Number: _____ **Email:** _____

Rental Information

Rental Date(s): _____

Start Time: _____ **End Time:** _____

(RENTAL TIMES INCLUDE SET-UP, TEAR-DOWN AND CLEAN UP.)

Room(s) requested: _____

Type of Event: _____

Number of guest expected: _____

Will you need Audio or Visual Support? ☐ Yes ☐ No

☐ Projector ☐ Microphone ☐ A/V System

Will you need tables / chairs? ☐ Yes ☐ No

How many? Tables: _____ **Chairs:** _____

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