



Chowchilla First 5 Family Resource Center
405 Trinity Ave
Chowchilla, CA 93610
Ph: 559-201-5000 Fx: 559-665-0490

RESERVATION FORM COMMUNITY USE OF FACILITY

Today's Date: _____ Organization Name: _____

Address: _____ City: _____ Zip: _____

Contact Name: _____ Work Ph: _____

*User Name: _____ Phone: _____

Fax: _____ Email: _____

Date/s of Event: _____ Day of Week: _____

One time or On-going event? _____

Number of Participants: _____ Set up Time: _____ AM PM

Event Start Time: _____ AM PM Adjourn _____ AM PM

Activity Description: _____

Community Event to add to FRC Calendar? Yes No

Request for Amenities Needed: _____

Reservation Request:

North Training Room

Kitchen

South Training Room

Children's room

Conference

Confirmation will be Faxed/Emailed to you. Please review and make sure all is correct.

****USER MUST SUBMIT OR HAVE ON FILE SIGNED USER GUIDELINES***

Office Use Only

Use guidelines on file? _____ Yes _____ No

Approved: Yes No Date: _____ Reservation #: _____