



APPLICATION for FACILITY RENTAL

Name of Event: _____

Description of Event: _____

Requested Location: _____

Event Date(s) _____

Event Hours: _____

Move-in Date: _____ Move-in Hours: _____

Move-out Date: _____ Move-out Hours: _____

Public or Private Event: _____ Estimated Attendance: _____ Today's Date: _____

Will tickets be sold for admission to this event? _____ If so, cost of tickets: _____

APPLICANT INFORMATION

Name of Applicant or Leasing Organization: _____

Address: _____

Representative (w/signatory authorization): _____ Title: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Organization Website: _____

Registered in the state of: _____ Tax ID# _____

UBI# _____

Principal Owners/Managers in Organization _____

List any other individuals, companies, or organizations involved in the production/promotion of this event:

PREVIOUS PROMOTIONS / EVENTS / EXPERIENCE:

Event: _____ Date(s): _____

Facility: _____ Contact: _____ Phone: _____

Event: _____ Date(s): _____

Facility: _____ Contact: _____ Phone: _____

Additional information:

FSMG, at its sole discretion, shall maintain the right of approval or disapproval of this application for the rental of the Clark County Event Center.

The applicant hereby agrees that the information provided herein is true and factual; that the applicant is not acting on behalf of any undisclosed parties or principals; and has provided a full, complete and accurate disclosure of the information contained herein. The applicant also understands that providing false information could result in the immediate cancellation of the event and/or the implementation of cancellation provisions of the Rental Agreement.

The applicant authorizes FSMG to make a complete and full review of all documents and information listed above and authorizes the disclosure of all materials and records to this process.

Applicant _____

Title _____

Signature _____

Date _____

Please return completed application to:

Clark County Event Center
17402 NE Delfel Road, Ridgefield, WA 98642
Phone: 360-397-6180 • Fax: 360-397-6185
Website: clarkcoeventcenter.com
Email: kathys@cceventcenter.org

For Official Use Only

Date Received _____	Received By _____
	Approved _____ Denied _____