

The Oak Ridge Improvement Association Community Center Facility Use Request Form

Event Date: _____

Event Start Time (Including Setup): _____

Event End Time (Including Clean Up): _____

Event Description: _____

Space Required: Office Indoor Covered Area

Contact Name: _____

Contact Address: _____

Contact Phone Number: _____

Contact Email: _____

Facility Use Agreement:

1. All activities must be under adult supervision
2. The facilities and grounds are to be left clean with all litter removed
3. Adhere to all federal, state and municipal laws
4. Responsible for damage to property, equipment or facility

Signed

Date

Print Name

Submit completed forms to: ORIA, 1904 Oakridge Road, Weimar, TX 78962 or via email to the Communications Committee Board Oversight Director