

F A C I L I T Y U S E A P P L I C A T I O N

Studio C

13256 NE 20th Street #7, Bellevue, WA 98005 Phone: 425-746-8123 Fax 888-262-0480

Authorized Representative

Name:	Position:		
Organization:			
Street Address:			Apt:
City:	State:	Zip:	
Phone:		Fax:	
Email:	Website:		

Contact Person

Name:			
Street Address:			Apt:
City:	State:	Zip:	
Phone:	Email:		

Rental Request Information

Briefly describe the activity that will be happening in the space:

What is the preferred day of the week for the rental? Mon Tues Wed Thurs Fri Sat Sun

Is this flexible? Yes No

What is the preferred time of day for the activity? From _____ to _____

Is this flexible? Yes No

Will this be a continuous or one-time rental? Continuous One-time

If continuous, what are the preferred start and end dates? Start date _____ End date _____

How many people does the space need to accommodate? _____

Part II: Please Provide Two Professional References for Your Program

<p>Reference #1</p> <p>Name:</p> <p>Organization:</p> <p>Phone Number:</p> <p>E-mail:</p>	<p>Reference #2</p> <p>Name:</p> <p>Organization:</p> <p>Phone Number:</p> <p>E-mail:</p>
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Do you or your organization have a regular publication or email blast? Yes No

If so, would you agree to provide information about Studio C in future publications?

Yes No

Studio C does not discriminate on the basis of race, color, national or ethnic origin, sex, disability, veteran status, age, sexual orientation, gender identity or gender expression in the administration of any of its programs or policies.

Signatures

By signing below, Client's representative acknowledges that he/she has authority to enter into agreements on behalf of Client, and that he/she has received, read and fully understands the Rental Agreement and the documents included by reference.

Client Representative: (Print Name)	Center Representative: (Print Name)
Signature:	Signature:
Date:	Date:

Please return application to: Attn: Space Rental, Studio C, 13256 NE 20th Street #5 – Bellevue, WA 98005

Phone: 425-746-8123 Fax: 888-262-0480