



University of South Alabama
DEPARTMENT OF CAMPUS RECREATION
 307 University Blvd., Mobile, AL 36688-0002
Reservation Application

You must be a member of the Student Recreation Center to reserve our facility for a special event. Membership cards must be presented at time of reservation.

Please Print Legibly

	Today's Date:	
Person Making Application:	First:	Last:
Name of Organization/Department:		
Contact Numbers:	Phone:	Cell:
Mailing Address:	Street:	
	City:	State: Zip:
Email Address:	Email:	
Name of Event:		
Date of Event:	Date:	Day of Week:
Time of Event:	Begin	AM PM End
Set-up/Clean-up Time:	Begin	AM PM End
Number in Attendance:		
Person In-Charge of Event:	First:	Last:
Contact Info:	Cell:	Email:

REQUESTING TO RESERVE THE FOLLOWING SPACE:

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Outdoor Pool (Sat. 10a-12p)
<input type="checkbox"/> Rock Wall
<input type="checkbox"/> Soccer Court (Sat or Sun, 2 hr. before opening of building.)
<input type="checkbox"/> Deck | <input type="checkbox"/> \$160 (up to 25 people)
<input type="checkbox"/> \$80 (1 hour)
\$50 per hour during regular Rec Center Hours | <input type="checkbox"/> \$180 (26-75 people)
<input type="checkbox"/> \$140 (up to 20 people)
\$160 per hour during hours when the Rec Center is normally closed | <input type="checkbox"/> \$200 (76-100 people - max.)
\$160 (2 hours) (up to 20 people. Must be age 6 and above) |
|--|---|---|---|

*A Food waiver form must be filled out to bring in outside food. You must provide food, set-up, and clean-up.

Registered Student Organizations and large groups of over 75 require USA Police department security and must fill out a request for Police and pay \$25.00 per hour (minimum 3 hours).

SET-UP REQUIREMENTS:

You are required to clean up all areas after your event.

STATUS: (Check one)

- Student Organization
 University Department
 Faculty/Staff/Alum/Retiree
 USA Student

***You must attach a copy of your Jag, Employee, or Retiree Card with Application.**

By signing this application, I understand that permission for use of space may be granted only for this specific event. I also understand that \$_____ will be due (3 days before) for the reserved area and there is a \$25.00 non-refundable deposit due at the time of application. I (and my organization) will be responsible for payment, all set-up arrangements, and for the clean-up involving this reservation. I will participate in this event. I understand that participants must sign release/waivers before participating.

SIGNATURE: **DATE:**

FOR OFFICE USE ONLY: APPROVED BY: _____ DATE: _____