

Panther Valley Community Center



47 W. Ridge St.
Lansford, PA 18232



Applicants must provide complete information as requested in this application prior to consideration for registration. Application must be received no less than **one month** prior to the event for application consideration.

APPLICANT NAME: _____ APPLICATION DATE: _____
NAMES OF AUTHORIZED REPRESENTATIVES: _____

GROUP/ORGANIZATION NAME (if applicable): _____
GOVERNING BODY/AFFILIATION (if applicable): _____
BILLING ADDRESS: _____

CONTACT PHONE #1: _____
CONTACT PHONE #2: _____
EMAIL ADDRESS: _____
BRIEF DESCRIPTION/PURPOSE OF EVENT/ACTIVITY: _____

MARK ALL APPLICABLE:

- PROGRAM ADULT PROGRAM BOTH YOUTH & ADULT PROGRAM
 COMMUNITY EVENT FUNDRAISING EVENT TOURNAMENT EVENT
 EDUCATIONAL PROGRAM ATHLETIC PERFORMANCE
 VENDING AT EVENT ENTRY FEE FOR PARTICIPANTS _____

NON-PROFIT ORGANIZATION _____
SPECIAL NEEDS (please specify) _____

ANTICIPATED # OF ATTENDEES/PARTICIPANTS: _____
 FOOD TO BE OFFERED ON SITE FOOD TO BE SOLD ON SITE
SPECIAL NEEDS: _____

SPECIFIC AREA(S)/ROOM(S) REQUESTED: _____

REQUESTED EVENT/ACTIVITY DATE(S):

Start Date _____ End Date _____

DAYS OF WEEK: M T W TH F SA SU RECURRING EVENT?: YES NO

REQUESTED HOURS OF USE:

Start Time _____ am/pm End Time _____ am/pm

DOORS TO OPEN _____

SET-UP DATE (if needed): _____ DAY OF WEEK: M T W TH F SA SU

SET-UP TIME (if needed): Start Time _____ am/pm End Time _____ am/pm

AGREEMENT (Expires on year from date of signature)

The undersigned hereby makes application to the Grace Community Church Panther Valley Community Center (The Center) to become registered for use of facilities and certifies that the information given in this application is correct. The undersigned further agrees he/she has the authority to make this application on behalf of the applicant. The applicant agrees the User/User Group shall comply with all local and state policies and The Center Building Rules and Regulations and will exercise the utmost care in the use of the premises and property. The applicant agrees to reimburse The Center for any damages arising from the applicant's use of said facilities. The User/User Group is solely responsible for bodily injury and personal damage arising out of use of the facility and agrees to indemnify and hold harmless The Center, its board of directors and staff against any and all claims. I understand applicants may be required to provide proof of liability insurance and may be required to list The Center as an additional insured. The applicant hereby acknowledges that failure to submit a certificate of insurance, when required, will invalidate the Facility User Registration and Facility Use Application. I further understand that The Center programs have priority over other building use and this application may be subject to change. If this application is approved, I, an authorized representative, hereby accept responsibility for any fees &/or deposit payments, as well as any expenses for loss or damage. A written notification of cancellation of this event must be submitted to the building representative no less than 48 hours prior to the scheduled event to qualify for any partial or full refund of deposit.

APPLICANT SIGNATURE _____ DATE _____

ADDITIONAL NOTES:

FOR GCC PANTHER VALLEY COMMUNITY CENTER COMPLETION ONLY

Liability Insurance Required NO YES Coverage Amount Required \$ _____

- Approved as requested above
Event Manager (if applicable) _____
- Approved with following modifications: _____

- Denied for following reason(s): _____

- Donation given _____

ADMINISTRATOR/DESIGNEE APPROVAL _____ DATE _____