

## Facilities Use Permit Request

**Applicant**

|                              |     |       |  |
|------------------------------|-----|-------|--|
| Organization (if applicable) |     |       |  |
| Name                         |     |       |  |
| Address                      |     |       |  |
| City                         |     |       |  |
| State                        |     | Zip   |  |
| Phone                        | ( ) | Email |  |

Check all that apply: Clubhouse  Large Pavilion

Date(s) requested to be reserved \_\_\_\_\_  
 Alternate/rain date(s) if available \_\_\_\_\_

Starting time: \_\_\_\_\_ Ending time: \_\_\_\_\_

Indicate specifically the type of event. Example- "The Smith and Jones wedding reception", "The Pine Grove Class of 9x reunion", "Mary Smith's Baby Shower"

|  |  |
|--|--|
| Approximate number of people attending.                    |  |
| Do you need tables and chairs? If so, for how many?        |  |
| If this event is catered, name and phone number of caterer |  |

Any special needs? Please explain. \_\_\_\_\_

Will you be having live music or a DJ at this event? (Circle one) Yes No

Information about responsible person making application. (If same as applicant, check the box).

|                        |     |  |  |
|------------------------|-----|--|--|
| Name                   |     |  |  |
| Office (if applicable) |     |  |  |
| Street                 |     |  |  |
| City, State and Zip    |     |  |  |
| Phone and Email        | ( ) |  |  |

Date request submitted \_\_\_\_\_ Signature \_\_\_\_\_  
 Do not write below this line

Date request approved \_\_\_\_\_ Signature \_\_\_\_\_

|                       |                                    |
|-----------------------|------------------------------------|
| Fee required          | No fee required                    |
| Requires board review | Approved under delegated authority |
| Contract required     | No contract required               |

Comments \_\_\_\_\_



### Sweet Arrow Lake County Park

% Schuylkill Conservation District  
 1206 AG Center Drive,  
 Pottsville, PA 17901  
 (570) 622-3742 ext. 5