



**Campus Recreation
Facility Reservation Request Form**

Name: _____ Date: _____

Email: _____ Phone: _____

Organization: _____

This reservation is for {circle one}: Meeting Practice Game Other

Space Requested: (list 1st & 2nd choice when appropriate.)

H&FC Gym ____ Lancer Park Turf Field ____ H&FC Studio ____ Willett Pool ____

H&FC Classroom ____ Lancer Park Grass Field ____ 1st Avenue Field ____

Other (specify): _____

Date(s) Requested (1st choice) _____

Date(s) Requested (2nd choice) _____

Time Requested (1st choice) Beginning _____ Ending _____

Time Requested (2nd choice) Beginning _____ Ending _____

Is this a recurring event? _____

If recurring, what is the end date? _____

Additional needs (fields lined, scoreboards, etc.): _____

-----Campus Recreation use only-----

_____ Date Received _____ Initials

_____ Date Confirmed _____ Initials