



**UNION CHURCH OF CUPERTINO**

20900 Stevens Creek Boulevard

Cupertino, CA 95014

(408) 252-4478

**APPLICATION AND PERMIT FOR USE OF FACILITIES**

Application for use of \_\_\_\_\_  
(Facility, location, room, etc.)

Use Date(s): \_\_\_\_/\_\_\_\_/\_\_\_\_ Rental time: \_\_\_\_ am  pm  - \_\_\_\_ am  pm

Day(s) of week: Sun.  Mon.  Tues.  Wed.  Thurs.  Fri.  Sat.  Open to public? Yes  No

Type of Program: \_\_\_\_\_ Estimated attendance: \_\_\_\_\_

Name/ Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Comments/ special requirements \_\_\_\_\_

Signature of person requesting permit \_\_\_\_\_

Print name \_\_\_\_\_ Date \_\_\_\_\_

\*The applicant must review and sign the rules and regulations upon submitting this application in order for approval.  
(Please see the following pages, signature required at the bottom of each page.)

**(For Union Church personnel to complete)**

Approved by \_\_\_\_\_ Title \_\_\_\_\_

Deposit: \$ 100.00 Date Rcvd: \_\_\_\_\_

**Extra fees: (see fee schedule)**

Organ:  Sound system:

Total Fee: \$ \_\_\_\_\_ Date Rcvd: \_\_\_\_\_

Projector/ Laptop:  Calvert Kitchen:

Key Deposit: \$ 25.00 (Applicable for hall rentals only)

Lock box code (if applicable): \_\_\_\_\_

Date Key issued: \_\_\_\_\_ returned: \_\_\_\_\_

Deposit returned: Yes  No  If no, reason why? \_\_\_\_\_

Date deposit returned: \_\_\_\_\_

Church Coordinator: Ross Hoksbergen Telephone: **(517) 410-3212** (Applicable for Sanctuary rentals only)

**All cancellations must be made within 30 days of your reservation, failure to do so will result in a non-refund of deposit.**