

**Corpus Christi Church**  
**2001 Route 9, Round Lake, NY 12151**

**PARISH APPLICATION**  
**FOR USE OF CHURCH FACILITIES**

For Office Use Only
Approved: _____
Date: _____ Initials _____
Room Assigned: _____

Date of Request \_\_\_\_\_

Name of Parish Organization \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ email: \_\_\_\_\_

Will Youth be Involved? \_\_\_\_\_ If yes, do **ALL** adults have VIRTUS & Background Checks on File in the office? \_\_\_\_\_

Date of Meeting/Event: \_\_\_\_\_ Day of Week: \_\_\_\_\_

Time of Event: Start: \_\_\_\_\_ End: \_\_\_\_\_

Set up time needed: \_\_\_\_\_ Clean-up time needed: \_\_\_\_\_

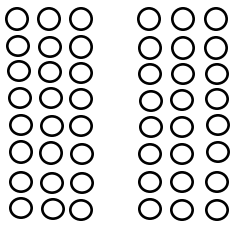
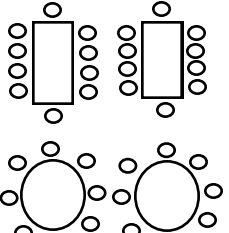
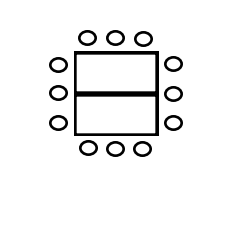
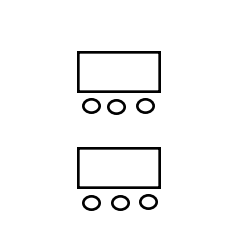
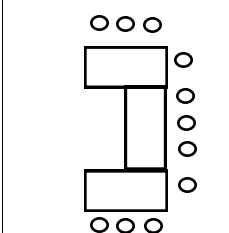
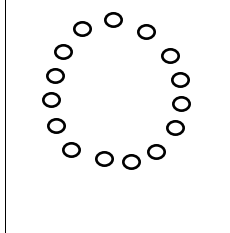
**Space Needed:**

- Church
- Daily Mass Chapel
- Hall
- Classroom Preferred Room: \_\_\_\_\_
- Kitchen

**Equipment Needed:**

- Chalk/Markerboard
- Easel (paper not provided)
- Podium
- VCR/Monitor
- Movie Screen
- Overhead Projector
- Other \_\_\_\_\_

**Basic Room Arrangement (check one)**

					
Number of seats Required _____	Number seats required _____ Number tables required _____ Round or Square _____	Number of seats Required _____	Number of seats Required _____	Number of seats Required _____	Number of seats Required _____
<input type="checkbox"/> Theater	<input type="checkbox"/> Banquet	<input type="checkbox"/> Board	<input type="checkbox"/> Classroom	<input type="checkbox"/> Horseshoe	<input type="checkbox"/> Group

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Phone \_\_\_\_\_