

Senior Center, Inc.
1180 Pepsi Place
Charlottesville, VA 22901
(434) 974-7756 Fax (434) 974-7510

Room Rental Application

The purpose of this application is to determine if the prospective renter meets the guidelines and requirements of Senior Center, Inc. No commercial enterprises or personal financial gain is permitted. All rental contracts are subject to cancellation without notice if Senior Center, Inc. determines the renter has made any misrepresentations. Please insure that all information is accurate. Photo identification is required for all rentals.

1. Name of group :_____
2. Address:_____
3. Phone #:_____
4. Email address:_____
5. Purpose of rental:_____
6. Event Date:_____ Start Time:_____ End Time:_____
7. Number of Guests:_____ DJ/Band:_____
8. Will alcohol be served?_____
9. Will the event be catered?_____
10. Do you require space for dancing?_____
11. Name of non-profit (letter of determination from the IRS is required):

12. How will your guests be invited?_____
13. Will you advertise this event?_____
- If yes, how will you advertise this event?_____
14. Will you sell products, including alcohol during this event?_____
- If yes, what products will you sell?_____