



Residential Owners Association

10735 Cedar Park Crescent NE
Redmond, WA 98053
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(425) 836-1064 ♦ Fax (425) 836-1063

COMMUNITY CENTER RESERVATION INFORMATION FORM

Organization/Company/Applicant: _____

Address: _____ City: _____

State: _____ Zip Code: _____ Resident: Yes No

Home Phone: (_____) _____ Work Phone: (_____) _____

Cell Phone: (_____) _____ Email: _____

Alternate Contact Person: _____ Phone: _____

Cell: _____ Email: _____

Rental Date: ____ / ____ / ____ Rental Time: _____ AM/PM to _____ AM/PM
(Note: Sun-Thurs 6 am-10 pm, Fri/Sat 6 am-midnight)

Rental Day: Sun Mon Tues Wed Thurs Fri Sat

Room: Rainier Room Adams Room Olympus/Baker Meeting Rooms
 Olympus Room Baker Room Full Building
 Full Building & Outside Amenities

Type of Event: _____ Number of Attendees: _____

Activities Planned: _____

Kitchen use: Yes No Private Catered

If catered, please provide: Name of Company _____

Contact Name _____

Telephone No. _____

Alcohol served: Yes No Liquor (Banquet) License must be obtained.

Sound System: Yes No The use of the sound system is \$100.00 in addition to the rental fee.

PLEASE INITIAL HERE IF YOU WOULD LIKE TO PLACE A "HOLD" ON THE CALENDAR FOR THIS EVENT. A confirming email will be sent to you shortly.