

FACILITY REQUEST FORM

Facility Reservation Contact: Denise Roberts
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Organization: _____ Contact Person: _____

Street Address: _____ City, State, Zip: _____

Phone Number: _____ Email: _____

EVENT/MEETING: _____

APPROX. # ATTENDING: _____

ROOM REQUEST: _____

DATE(S) OF USAGE: _____
(frequency: weekly, 2nd Tuesday, etc.)

HOURS OF USE: _____

SET-UP/CLEAN-UP TIME: _____

FACILITY LIST

- ❖ **ELDERSBURG CHURCH**
- ❖ **SYKESVILLE CHURCH**
- ❖ **OUR LADY OF THE PILAR CHAPEL**
- ❖ **FORMATION & FELLOWSHIP CENTER – ROOM 101**
 - **CAPACITY: 96 WITH TABLES AND CHAIRS/217 CHAIRS ONLY**
- ❖ **FORMATION & FELLOWSHIP CENTER – ROOM 103**
 - **CAPACITY: 200 WITH TABLES AND CHAIRS/ 442 CHAIRS ONLY**
- ❖ **KITCHEN - FORMATION & FELLOWSHIP CENTER**
- ❖ **VOLLEYBALL COURT**
- ❖ **UPPER PICNIC AREA (NEAR VOLLEYBALL COURT)**
- ❖ **LOWER PICNIC AREA (NEAR RT. 26 ENTRANCE)**
- ❖ **FIELD (LIBERTY RD)**
- ❖ **FIELD (FREEDOM AVE)**

DOWNSTAIRS FACILITIES

- ❖ **PARISH HALL**
 - **CAPACITY: 90 WITH TABLES AND CHAIRS/ 192 CHAIRS ONLY**
- ❖ **KITCHEN – PARISH HALL**
- ❖ **YOUTH MINISTRY CENTER**
- ❖ **CLASSROOMS 1-5 – CHILD SIZE FURNITURE**
- ❖ **CLASSROOMS 6-15 – ADULT SIZE FURNITURE**
- ❖ **NURSERY**