

FACILITY USE REQUEST FORM

Facility Reservation Contact: **Lauren Glass**
Phone: 443-920-9123
Fax: 443-920-9192

Organization: _____ Contact Person: _____

Street Address: _____ City, State, Zip: _____

Phone Number: _____ Email: _____

EVENT/MEETING: _____

APPROX. # ATTENDING: _____

ROOM(S) REQUESTED: _____

DATE(S) OF USAGE: _____
(for recurring events start & end dates;
frequency: weekly, 2nd Tuesday, etc.)

EVENT TIMES: _____

SET-UP/CLEAN-UP TIME: _____

EVENT/MEETING: _____

APPROX. # ATTENDING: _____

ROOM(S) REQUESTED: _____

DATE(S) OF USAGE: _____
(for recurring events start & end dates;
frequency: weekly, 2nd Tuesday, etc.)

EVENT TIMES: _____

SET-UP/CLEAN-UP TIME: _____

FACILITY LIST

MAIN FACILITIES

- ❖ 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

DOWNSTAIRS FACILITIES

- ❖ PARISH HALL
 - CAPACITY: 90 WITH TABLES AND CHAIRS/ 192 CHAIRS ONLY
- ❖ KITCHEN – PARISH HALL
- ❖ YOUTH MINISTRY CENTER
- ❖ CLASSROOMS 1, 2, 3, 4, 5 – CHILD SIZE FURNITURE
- ❖ CLASSROOMS 6, 7, 8, 9, 10, 11, 12 – ADULT SIZE FURNITURE
- ❖ NURSERY

OUTDOOR FACILITIES

- ❖ VOLLEYBALL COURT
- ❖ UPPER PICNIC AREA (NEAR VOLLEYBALL COURT)
- ❖ LOWER PICNIC AREA (NEAR RT. 26 ENTRANCE)
- ❖ FIELD (LIBERTY RD)
- ❖ FIELD (FREEDOM AVE)