



GRATIOT COUNTY DEMOCRATIC PARTY

Facility Use Request and Agreement Form

Gratiot County Democratic Party PO Box 154 1668 Wright Ave Alma MI. 48801	Email: gratiotdems@gmail.com Phone: (989) 285-1212	<input type="checkbox"/> Member of GCDP <input type="checkbox"/> Sponsored by GCDP <input type="checkbox"/> Non-Profit, Charitable, Fraternal Organization <input type="checkbox"/> Other (see comment below)
--	---	---

The Gratiot County Democratic Party first priority regarding the use of our headquarter office facility is for our own meetings, training, and our own sponsored events. We also welcome our responsibility to make the use of the facility available to organizations that benefit the community as a whole. These guidelines set forth reasonable rules and provide a fair sharing of the use and cost of granting such use of the facility.

Organization:

<i>(Print name)</i>

<i>(Address)</i>

<i>(Phone)</i>

<i>(Email)</i>

Responsible Person:

<i>(Print name)</i>

<i>(Address)</i>

<i>(Phone)</i>

<i>(Signature)</i>

Type/Purpose of Activity *(brief description)* _____

Size of group expected: _____

Setup time: _____

Date of event: _____

Departure time after cleanup _____

Time of event: _____

(Please return space to original setup)

Comments: _____

*Smoking, vaping, chewing tobacco, drugs and alcohol of any kind are no permitted in the building.
Please bring your own paper products and plasticware. All trash must be removed from the premises as you depart.
Member of GCDP will be present to unlock, supervise, and lock up the door after cleanup and departure.
Failure to abide by any of these rules will result in refusal to use the facility in the future.
Users are responsible for all damages.
Monetary donations are welcomed to help pay for additional building expenses.*

(Office use only)

Approved: _____ <i>(signature)</i> Date: _____ Comment: _____	Donation: yes _____. no _____. _____ <i>(amount)</i> Date: _____ Comment: _____	Application denied: _____ <i>(signature)</i> Date: _____ Comment: _____
---	---	---