

Bevill State Community College
APPLICATION FOR USE OF CAMPUS FACILITIES

Date(s) of use: _____ Hours: _____ a.m./p.m. to _____ a.m./p.m.

Name of person/group: _____ Number of persons expected: _____

Purpose or nature of program: _____

Will meal /refreshments be served? _____ Time: _____

I hereby certify that I have read and agree to abide by the regulations regarding the leasing or use of Bevill State Community College facilities. I will also make these regulations known to members of my organization.

Sponsored by: _____

Name of applicant: _____ Signature _____

Address: _____
Street or P.O. Box City State Zip

Phone number: (_____) _____

<u>Facility Requested</u>	(Applicable to outside agencies)	
Please indicate choice(s) below:	Greater Than 4 Hours	Less Than 4 Hours
Fayette Campus Only:		
<input type="checkbox"/> Civic Room	\$125	\$100
<input type="checkbox"/> Pool	N/A	0-2 Hours - \$150 0-4 Hours - \$250
<input type="checkbox"/> Gym	\$500	\$350
<input type="checkbox"/> Conference Room	\$100	\$50
<input type="checkbox"/> Lecture Hall	\$200	\$125
<input type="checkbox"/> Exhibit Hall	\$650	\$500
<input type="checkbox"/> Classroom	\$100	\$50
<input type="checkbox"/> Cafeteria	\$300	\$200
Hamilton Campus Only:		
<input type="checkbox"/> Civic Room	\$125	\$100
<input type="checkbox"/> Conference Room	\$100	\$50
<input type="checkbox"/> Lecture Hall	\$200	\$125
<input type="checkbox"/> Exhibit Hall	\$650	\$500
<input type="checkbox"/> Classroom	\$100	\$50
<input type="checkbox"/> Cafeteria	\$300	\$200
Jasper Campus Only:		
<input type="checkbox"/> Auditorium	\$550	\$400
<input type="checkbox"/> Cafeteria	\$300	\$200
<input type="checkbox"/> Lecture Hall	\$200	\$125
<input type="checkbox"/> Classrooms	\$100	\$50
<input type="checkbox"/> Civic Rooms	\$125	\$100
<input type="checkbox"/> Gym	\$500	\$350
<input type="checkbox"/> Conference Room	\$100	\$50

Sumiton Campus Only:

<input type="checkbox"/> Civic Room	\$125	\$100
<input type="checkbox"/> Conference Room	\$100	\$50
<input type="checkbox"/> Exhibit Hall	\$650	\$500
<input type="checkbox"/> Classroom	\$100	\$50
<input type="checkbox"/> Lecture Hall	\$200	\$125
<input type="checkbox"/> Cafeteria	\$300	\$200

Fees	
<p>A refundable rental deposit, equal to 50% of the applicable base rental rate, will be charged for all lease agreements. (Applicable to outside agencies)</p> <p><u>Security Fee</u></p> <ul style="list-style-type: none"> • Per hour/per person \$ 25.00 <p><u>Miscellaneous Fee</u></p> <ul style="list-style-type: none"> • TV/VCR \$ 25.00 • Projector \$ 25.00 • Other _____ \$ 25.00 	<p><u>Set Up Fees</u></p> <ul style="list-style-type: none"> • \$ 3.00 per table • \$.25 per chair • \$ 10.00 podium • \$ 7.00 per hour sound system • \$ 10.00 ice

I agree to pay the amount listed above for use of requested campus facilities and agree to abide by the guidelines outlined in the Beville State Community College Institutional Policy for use of campus facilities.

Signature

Date

Checks should be made payable to Beville State Community College (BSCC).

Mailing Address: Attn: Business Office, Box 800, Sumiton, AL 35148

<p>FOR COLLEGE USE:</p> <p>Rental of facilities \$ _____</p> <p>Event placed on Master Calendar ____ Yes ____ No</p> <p>Total \$ _____</p> <p>Date billed _____ / _____ / _____</p> <p>Date of payment _____ / _____ / _____</p> <p>Deposit amount _____ / _____ / _____</p>
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