



RECREATION AND COMMUNITY SERVICES DEPARTMENT
 QUINLAN COMMUNITY CENTER
 10185 NORTH STELLING ROAD • CUPERTINO, CA 95014
 (408) 777-3120 • FAX (408) 777-1305

Facility Rental Application

Facility: <input type="checkbox"/> Quinlan Center <input type="checkbox"/> Community Hall <input type="checkbox"/> Creekside Park Building <input type="checkbox"/> Teen Center							
Applicant Name:				Organization Name:			
Address:							
City:		State:	Zip:	Home Phone:			
E-mail Address:				Alternate Phone:			
Estimated Attendance:		Will food be served: <input type="checkbox"/> Yes <input type="checkbox"/> No		Type of Use: (party, meeting, etc.)			
Will alcohol be served: <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, <input type="checkbox"/> Beer <input type="checkbox"/> Wine <input type="checkbox"/> Champagne * If serving alcohol, <u>Security Staff required</u> for an additional fee and <u>Liability Insurance required</u>							
Room Name	Day	Date*	Set-up Start Time	Event Start Time	Event End Time	Clean-up End Time	Total Hours*
*For additional dates, please use reverse side (conditions apply).				*TOTAL HOURS (reservation includes set-up and clean-up hours)			

Payment Info

Cash Check (Refund Checks Payable to: _____)
 Visa MasterCard American Express Discover

Credit Card Number: _____ CVC (3-digit code from back of card): _____

Expires: ____/____ Authorized Amount \$ _____

Cardholder Name: _____

Authorized Signature: _____

