



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

### Event Representative Form

<b>Facility:</b> <input type="checkbox"/> Quinlan Center <b>Room:</b> _____ <input type="checkbox"/> Community Hall <input type="checkbox"/> Creekside Park Building		
<b>Rental Contract #:</b>		<b>Rental Date:</b>
<b>Applicant Name:</b>		<b>Organization Name:</b>
<b>Address:</b>		
<b>Home Phone:</b>	<b>City:</b>	<b>Zip:</b>
<b>Alternate Phone:</b>	<b>E-mail Address:</b>	
<p>Please appoint one person to represent you during the course of the rental. This person <b>MUST</b> be present for the entirety of the rental and is authorized to sign off on any pre-inspection and post-inspection reports. Any changes to your representative must be made in writing.</p>		
<b>Event Representative:</b>		<b>Address:</b>
<b>Home Phone:</b>	<b>City:</b>	<b>Zip:</b>
<b>Alternate Phone:</b>	<b>E-mail Address:</b>	

Renter Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_