Pasadena Buddhist Temple

1993 Glen Avenue, Pasadena, CA 91103 • Phone: 626-798-4781 • FAX: 626-345-9095

Resident Minister: *Reverend Gregory Gibbs*

<http://www.PasadenaBuddhistTemple.org>

revised-01/07/2020

**FACILITY USE APPLICATION**

|  |  |  |
| --- | --- | --- |
| **Date and Day of Event:** |       | **[ ] - M** **[ ] - T** **[ ] - W** **[ ] -Th** **[ ] - F** **[ ] - Sa** **[ ] - Su** |
| **Name of Organization/Applicant:** |       | **Date of application:**  |
| **Contact (Responsible) person:** |       | **[ ] - PBT Member** **[ ] - Non-member** |
| **Email address:** |       |
| **Best Phone #:** xxx-xxx-xxxx |       | **[ ] - mobile** **[ ] - home** **[ ] - business** |
| **Complete Mailing Address** (include city/zip) |       |

|  |  |  |
| --- | --- | --- |
| **Hours Requested** |  | **Area(s) Requested** |
| Actual time of event: |       |  | [ ] -Classroom A (north) | [ ] -Gym (Sakai Hall)  |
| Time including set-up/clean-up |       |  | [ ] -Classroom B (south) | [ ] -Gym (Sakai Hall)+ kitchen |
| Estimated Attendance |       |  | [ ] -Classroom + kitchen | [ ] -Hondo |
|  |  |  | [ ] -Parking Lot | [ ]  - Entire premises |

Please describe the type of event and program:

Equipment/Furniture requested (tables, chairs, sound system etc):

Special Set-up? Please describe:

Pasadena Temple Member Reference (name) if applicant not a member:

Signer agrees to donate for use of facility, provide cleaning deposit and clean the facilities per Facilities Use form. Completion of this application does not constitute a confirmed facility reservation. Only after the PBT Board has reviewed and approved the facility request will this rental request be considered a confirmed reservation.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_