

SPECIAL EVENTS

(Alumni, etc...)

TOURNAMENTS

(Large spectator events, etc...)

YALE CLUB SPORTS

FACILITY REQUEST

CLUB NAME

DATE

SUBMITTED BY

PHONE

(This is the person we will be contacting!)

FACILITY DESIRED (be specific)

DAY/DATE(S)	TIME(S)
FIRST CHOICE (A)	(A)
SECOND CHOICE (B)	(B)

TYPE OF ACTIVITY PLANNED:

Identify whose event this really is: a club sports contest or one belonging to an outside body affiliated with the club sports organization? For example, the Yale Rugby Club vs. Harvard is a club sport event. However, Tae Kwon Do hosting the Connecticut State Championships is an outside event, which requires a certificate of insurance and rental fee (please describe your event in detail):

- Will entrance fees be charged? If so, how much and how collected? Who is collecting (a Yale club or outside agency)?

Needs for custodial or grounds maintenance

Plans for drinking water

Identify your equipment needs and how you will meet them

Request or plans for showering

Athletic training and medical needs and how you will meet them

Plans for bathroom facilities (sanitation unit rentals)

Number of participants to be invited

Number of participants expected

Nature of participants (i.e. students, non-collegiate, etc.)

Certificate of Insurance (for non-collegiate sponsors or participants)

Number of spectators anticipated

Refreshments served or sold? [] yes [] no If so, how?

Plans for crowd control

Identify parking needs (cars, vans, busses, etc.)

ADDITIONAL REQUISITIONER'S COMMENTS ATTACHED? [] YES [] NO

*DO NOT INVITE TEAM(S) OR SCHEDULE AN EVENT UNTIL FACILITY IS SECURED.

*THIS EVENT CAN BE CANCELED BY ADMINISTRATION IN THE EVENT OF INCLEMENT WEATHER, SHUTDOWNS OR OTHER UNIVERSITY DEMANDS.

*PLEASE SCHEDULE A MEETING WITH THE CLUB SPORTS DIRECTOR TO REVIEW AND SIGN A CONTRACT FOR YOUR EVENT ONCE YOUR REQUEST HAS BEEN APPROVED.

Reviewed by Club Sports Office

Date

Reviewed by Facility Director

Date

Facility Available for use? YES/NO

Revisions

Approved by Club Sport Director

Date

