

CONROE BAY COMMUNITY CENTER

12948 Point Drive
Willis, Texas 77318

RESERVATION REQUEST & APPROVAL

NAME OF RESPONSIBLE PARTY: _____

ADDRESS _____

TELEPHONE NUMBER _____

PURPOSE OF EVENT _____

DATE OF EVENT _____

TIME OF EVENT _____ TO _____

RENTAL RATES:

0-20 ATTENDEES	\$100.00	_____
21-40 ATTENDEES	\$200.00	_____
41-80 MAX ATTENDEES	\$300.00	_____

DATE DEPOSIT RECEIVED _____ BY: _____

DEPOSIT AMOUNT _____ CHECK # _____

RENTAL AMOUNT _____ CHECK # _____

APPROVED BY: _____ DATE: _____

CONROE BAY CIVIC ASSOCIATION

DATE KEY RECEIVED: _____ DATE KEY RETURNED: _____

CLEANING DEPOSIT CHECK RETURNED (IF APPLICABLE):

DATE: _____ AMOUNT: _____

Contact Rick Scott: rickscott191@gmail.com