

Form Title: Chincoteague Volunteer Fire Company Dining Hall Application

Created: February 22, 2017 **Revised:** November 19, 2019

PURPOSE: This application is to be completed by each applicant requesting the use of the Chincoteague Volunteer Fire Company (CVFC) Firehouse Dining Hall and associated areas.

SCOPE: All CVFC members, non-members, public.

COMPLETE THE FOLLOWING INFORMATION:

Date of Request: _____

Name of Organization/Requester: _____
(Printed Name)

Address: _____

Phone Number: _____ / _____
(Daytime) (Evening)

If Organization, Contact Person: _____
(Printed Name)

Date and time of event: _____ / _____

Are you a member/family of the CVFC? Yes No Number of Guests: _____

Cooking on site? Yes No Cash Bar? Yes No Other Space Needed? Yes No

Entertainment? Yes No Sound System? Yes No Alternate Date(s): _____

Reason for Event: _____

Insurance Agent and Policy Number: _____

By signing below, I agree to pay any/all applicable fees and to abide by the general use requirements of the facility as outlined in the CVFC Facility Use procedure.

Signature: _____ Date: _____

SUBMITT THE COMPLETED FORM TO: reservations@cvfc3.com

CFVC USE ONLY:

Recommended: Yes No CVFC Auxiliary Chairperson: _____ Date: _____

Approved: Yes No CVFC President: _____ Date: _____

Copy: CVFC Secretary
Requesting Party

Reference: Chincoteague Volunteer Fire Company Facility Use Procedure