



Jubilee! Community Facility Use Contract

Name of Event: _____

Jubilee! Team Sponsored? _____ Team Name: _____

Organization Name: _____ Contact person _____

Address: _____ City, State, Zip: _____

Phone: _____ Email: _____

Date(s) Requested: _____

Purpose of event: _____

Time of event: From: _____ To: _____

Time building needs to be opened: _____ Closed: _____

Room(s) to be used: _____

Size of group: _____

Will alcohol be served? _____ (If yes, use of a licensed/insured bartender(s) is required and copy of contract must be attached.)

Non-Profit? Yes ___ No ___ (If yes, proof of nonprofit status must be attached.)

Fees:

- | | |
|-------------------------------------|---------------------------|
| ❖ Space rental: _____ | ❖ Stage lighting: _____ |
| ❖ Setup: _____ (Attach description) | ❖ Piano relocation: _____ |
| ❖ Sound system: _____ | ❖ Kitchen usage: _____ |
| ❖ Sound engineer: _____ | ❖ Other: _____ |

Total fee: _____

I accept the terms and conditions for use of the Jubilee! Community facility at 46 Wall Street, Asheville, NC. I understand and will abide by Jubilee! Community's Building Use Policies. I understand that my event will not go on the Jubilee! Community calendar until payment in full is received.

Name: _____ Signature: _____ Date: _____

Please make check payable to Jubilee! Community Inc. and submit to the address below:

Jubilee! Community 46 Wall Street, Asheville, NC 28801 (828) 252-5335 events@jubileecommunity.org