

YUBA COLLEGE
ATTN: CAMPUS LIFE
Phone: 530-741-6992
Fax: 530-749-3884

ON CAMPUS CLUB/ORGANIZATION
Date of Application _____

APPLICATION FOR
ACTIVITIES, FACILITIES AND/OR SERVICES

REQUESTED BY _____

CONTACT PERSON: _____ TELEPHONE _____

ACTIVITY _____

DATE OF EVENT _____ TIME _____ TIME IN _____ TIME OUT _____

ROOM(S)/FACILITIES _____

EQUIPMENT/SERVICES _____

Please provide a diagram if special set up is needed.

____ # TABLES LECTERN BOX OFFICE RESTROOMS

MEDIA SERVICES _____

MEDIA TECHNICIAN _____

THEATER TECHNICIAN _____

OTHER _____

***YUBA COLLEGE DOES NOT PROVIDE CHAIRS FOR ANY EVENT.**

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- Arrangements must be made at least 14 working days in advance of the event.
 - Cancellation notice must be submitted 48 hours prior to the event or 72 hours if food Services are requested.
 - Food service **MUST BE** requested first through Food Services 741-6933, if not available then through Chartwells 741-6806.
 - Applicant will be notified in writing of the acceptance/rejection of application.

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- ATHLETIC DEPARTMENT Must have prior approval of the Athletics Director, ext. 6838 or 6779.

Signature _____ Date _____

- DINING FACILITIES Must have prior approval from Cafeteria Management, ext. 6806.

Signature _____ Date _____

- THEATRE FACILITIES Must have prior approval from Theatre Department, ext. 6829 or 6984.

Signature _____ Date _____

- FACULTY ADVISOR/BUDGET MANAGER Final Approval

Signature _____ Date _____