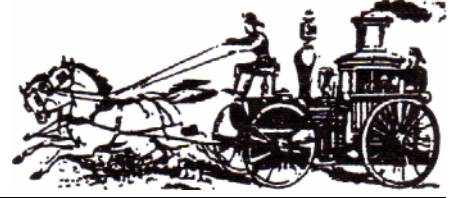


CIMARRON HILLS FIRE DEPARTMENT



1835 Tuskegee Place

Colorado Springs, CO 80915

Off: (719)591-0960

Fax: (719)591-0996

Application for Community Room Use

Please print clearly

Organization: _____ Today's Date: _____

Primary Contact: _____ Phone: _____

Address: _____ City: _____ Zip: _____

E-mail address: _____ Fax: _____

Secondary Contact: _____ Phone: _____

Purpose of Use: _____ Expected # of Attendees: _____

Date(s) Requested: _____ Time Requested: From _____ to _____

Date(s) Requested: _____ Time Requested: From _____ to _____

Comments: _____

The signing responsible party asserts that the following duties will be completed after the use of the Community Room:

1. Replace chairs and tables back to normal position.
2. Vacuum carpet in the community room and sweep floor in kitchen and entry way if needed.
3. Pick up trash and dispose of it in trash cans. (Dumpster located in the back of property if trash cans become full.)
4. Check restrooms for cleanliness and trash.
5. Make sure lights are turned off throughout building.

Failure to complete these duties will result in future loss of community room privilege.

Food and beverages (non-alcoholic) are allowed in meeting facilities; however the room and the kitchen facilities must be left clean. All damages as a result of using the facility will be the responsibility of the below individual, returning the premises to the condition in which the premises were found.

The signing responsible party affirms they have read the CHFD Community Room Usage Policy and will abide by all procedures and limitations stated in the policy.

Signature: _____ **Date:** _____