

Los Angeles City College Administrative Services "How To" Book	Use of Campus (LACC) Property Form	VII
		B-6
Sample Campus Facility Use Application Form		



Los Angeles city college
855 North Vermont Ave
Los Angeles, CA 90029

Green form - CCP

I APPLICANT

Name of Organization: Wells Fargo Private Corporation:

Address : 9000 West Sunset Blvd Public Corporation:

West Hollowood, Ca 90059 Non-Profit Corporation:

Contact Person: John Brown Other (Specify Below) :

Telephone Number: 310-245-2570

Fax Number: 310-245-2626

II. EVENT (Attached additional information if necessary)

A. Activity Checking & Saving Promotiom G. Open to the Public: YES

B. Purpose To offer checking and savingaccounts. NO

C. Date of Event 7/23/2008 H. Admission Charged? YES

D. Time of Event 9am to 1pm NO

E. No. of Participants to attend the event daily N/A I. Donation Solicited? YES

F. No of Spectators to attend the event daily : N/A NO

K. Describe how the funds collected will be utilized: YES

Explain: _____ J. Contribution Collected: NO

_____ YES

_____ NO

III. FACILITIES

(Provide Name and Quantity if applicable)

Classroom: _____ Faculty & Staff Center: _____

Cafeteria : _____ Theater: _____

Gym : _____ Parking: _____

Others : Quad near the Student Bookstore

Liability insurance in the amount of \$_____is required. Designate the Los Angeles Community College as an additional insured. (Attached a copy of the certificate of insurance)

Please complete and sign the attached disclaimer. (Signing the disclaimer indicates that applicant agrees to abide by all conditions.

Name: _____ Signed: _____ Date: _____

Address: _____ Tel. _____

(If different from above) _____

Note: Instructions for the completion of this form can be found on the actual form online as comments in the respective cells or fields to be filled-in or completed.