Print Reservation Request Form | Submit Reservation Request Form for Approval

St. Anthony's Church • Church Plaza

Facility Reservation Request

This is only a request and is not official until you receive reservation confirmation

7820 Fox Road • Hughson, California 95326 • (209) 883-4310

Ministry / Organization: _____

Your Name: _____

Phone: _____ Email: _____

Date Submitted: _____

Single Date Requested: _____ _____ _____ _____
Day of the Week | Month | Day | Year

Repetitive Dates: _____ _____ _____
Day of the Week | Weekly/Monthly | Which Time of the Month

Time Requested: _____ _____
(Including Setup & Cleanup) Start Time | End Time

Time of the Activity: _____ _____
Start Time | End Time

# of Participants: _____

Description of Activity: _____

_____

_____

_____

LOCATION (Please check the box for the room requested)

(If you want to make an announcement, see priest 15 minutes before mass, give them a slip of paper with your name and project so that he can introduce you properly)

❒ **Church** ❒ **Church Plaza**

Classroom ❒ 1 ❒ 2 ❒ 3 ❒ 4 ❒ 5 ❒ 6 ❒ 7 ❒ 8

❒ **Hughes Social Hall**

❒ Large Hall ❒ Small Hall ❒ Kitchen

❒ **Rogers Family Center**

❒ Gym ❒ Kitchen ❒ Music Room ❒ Room (KofC /YLI)

FOR OFFICE USE ONLY

Approved: _____ Date: _____

❒ Room Available _____ Initials ❒ Entered into Church Calendar _____ Initials ❒ Submitted to Web Calendar _____ Initials