



FACILITY USE APPLICATION

Town of Westlake * 1500 Solana Boulevard, Building 7, Suite 7200 * Westlake, TX 76262
 Office: (817) 490-5768 Cell: (817) 505-8304
 E-mail: dmcfarlane@westlake-tx.org

Date(s) Requested: _____

Time Requested: _____

Please refer to the Facility Use Guideline & Policies for hours of availability

Cafeteria Area Gym Cafeteria and Performance Hall
 Sports Field Multi-Purpose Hall Town Council Chambers and Courtroom
 Fire Station Administration & Emergency Operations Center

(Applicant must be a Westlake resident)

Organization/Resident Name/Address: _____

Daytime Phone: _____

Email Address: _____

Function/Activity

Purpose: _____ A/V Needs: _____

Estimated Attendance: _____ Chairs/Tables: _____

Will food be served: Yes _____ No _____ Other Set-up: _____

Please provide a brief description of your event: _____

I acknowledge I have read and understand the "Westlake Academy/Civic Campus Facility Use Guidelines and Policies" and furthermore agree to abide by the requirements for facility rental.

Signature Date Printed Name