



FACILITY USE APPLICATION

1500 Solana Boulevard, Building 7, Suite 7200

Westlake, TX 76262

Office: 817.430.0941 Fax: 817.430.1812

Email: mdubon@westlaketx.gov

Date(s) Requested: _____

Time Requested: _____

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

☐ Town Council Chambers and Courtroom

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