

**GILA COUNTY
BUILDING USE APPLICATION FORM**

Please complete all items listed below and submit to the Gila County Administration Department at 1400 E. Ash, Globe, Arizona 85501. A copy will be submitted to Gila County Facilities Management once the application is approved. **Facilities Management MUST be notified 24 hours in advance to unlock doors automatically.** Lines 1 through 9 with signature must be filled out before application is considered complete.

1. ****Name of Organization:** Phoenix Metro Bicycle Club
****Address:** PO Box 26788 City, Zip Tempe, AZ 85285
****Phone Number:** 480-287-2192
2. ****Name of Responsible Person:** Armando Charvet
3. ****Building Requested:** County Courthouse
4. ****Room or Area requested:** Parking Lot
5. ****Date(s) wanted to use the above room or area:** March 14, 2015
6. ****Do You Need Doors Unlocked?** No Which Doors (give door #) N/A
7. ****Beginning Time:** 0800 **Ending Time:** 1200
8. ****Number of People Attending:** 120 – in and out throughout the timeframe
9. ****Type of Function (commercial, political, fundraiser, etc.):** Bicycle Ride
10. **Table and Chairs Needed in Addition to what is provided:** Nothing needed

11. **Fees:**

Rent:	\$ _____
Equipment:	\$ _____
Cleaning Deposit:	\$ _____
Other:	\$ _____
TOTAL:	\$ _____

Cleaning Deposit to be refunded to: _____

12. **Proof of Insurance – Certificate of Liability Insurance** Yes No

Additional Information: _____

Applicant Certifies that the above information is correct.

2/10/2015
Date


Signature of Applicant

Permit, if required, will be issued pending approval. _____