



SKIPPACK TOWNSHIP

www.skippacktownship.org

4089 Heckler Road - P.O. Box 164

Skippack, PA 19464

PHONE : 610-454-0909 - fax: 610-454-1385

Community Room Reservation Form

Please Note: We request Township residents to make reservations. To receive confirmation of your reservation, you must have this form and the Organization or Individual Release form filled out completely and returned to Skippack Township Building. If you have any questions please call the Township Building at 610-454-0909.

Organization/Individual: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Date of Use: _____

Start Time: _____ End Time: _____

Number of Individuals Expected: _____

Description of Event: _____

Signature: _____ Date: _____

<u>Room</u>	<u>Fee (non-refundable)</u>	<u>Deposit (refundable)</u>
Small Community Room	\$15.00	\$25.00
Large Community Room	\$25.00	\$50.00

**** You may be asked to submit a copy of a Certificate of Insurance, and sign a Release Form ****

TOWNSHIP APPROVAL

Permit #: _____ Security Deposit: _____

Fee(s): _____ Amount Returned: _____

Staff Signature: _____