

City of Dillingham

FACILITY USE AGREEMENT COUNCIL CHAMBERS

Business Name / Agency	Event Coordinator		
		AM / PM	
Date of Event	Time of Event		Contact Phone Number
Mailing Address		FAX Number	er
Event Description			
ı	Room Capacity 34	\$100 per da	у
Cash Check	Direct Billing VI	ISA Maste	erCard Other
Card #		Security Code	EXP
Name on Card			
If facility is not left clean,	extra charges will app	oly and future fa	cility use could be denied.
 All City equipment and for arrangement of chairs in Event sponsor shall bring The City will NOT entertainevent participants. Local phone service proves The facility may be reserved. 	g own supplies and materi ain requests for photocopy rided, a calling card is nee ved Monday through Frid	ean coffee pot, du to the way it was turned off, exterio ials, including coff ying, faxing, or tal eded for long dista ay, between the h	found (For example – r door closed firmly and locked.) fee, beverages, snacks etc. king phone calls/messages for nce. lours of 8am and 5pm.
The City Council, Planning Comm Chambers. The City Manager is a	•	•	
The Undersigned agrees to abide	e by the conditions set for	th in this agreeme	ent.
Signature		Date	
City Manager's Offic	ce 141 Main Street • P.O	Box 889 • Dillingh	am, Alaska 99576 ●

Revision Date 05.17.19 ADM200

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