

# Room Scheduling Request

Print, fill out, and mail this form with deposit check **(\$75)** made out to New Life Vineyard.

Building will not be reserved till check is received.

Mail to:

New Life Vineyard Church  
2470 Princeton Road  
Hamilton Ohio 45011

Date (today) \_\_\_\_\_

Contact person \_\_\_\_\_

Phone # \_\_\_\_\_ cell # \_\_\_\_\_

email (optional) \_\_\_\_\_

Room(s) Requested: \_\_\_\_\_

Type of Activity (i.e. baseball practice, party, dinner, etc.) \_\_\_\_\_  
\_\_\_\_\_

Rental rate: from website rate list \$ \_\_\_\_\_

Cleaning deposit \$ \_\_\_\_\_

Date Requested \_\_\_\_\_ Time (from-to) \_\_\_\_\_ - \_\_\_\_\_