

**UNIVERSITY OF WISCONSIN-WHITTEWATER
COULTHART FAMILY PAVILION REQUEST FORM**

NAME OF GROUP _____

DAY(S) AND DATE (S) OF EVENT _____

TIME (S) OF EVENT _____ NUMBER OF PEOPLE _____

ACTIVITY (S) TO BE HELD _____

CONTACT PERSON _____ PHONE _____

ADDRESS _____ E-MAIL _____

CITY/STATE _____ ZIP _____

ALCOHOL TO BE SERVED? _____ YES _____ NO (See Policy Statement #5 Below)

AMPLIFIED MUSIC TO BE PLAYED? _____ YES _____ NO

PAVILION POLICIES:

PAVILION HOURS: 7 am – Dusk

1. All groups must request the use of the Coulthart Family Pavilion on this official request form, and have signed approval for its use.
2. The proposed activities may not interfere with or detract from the University's promotion of health, welfare, safety, or recreation.
3. The proposed activities will not require additional burdensome time or expense to the University Police or Maintenance operations. The applicant will be billed for any damages to the facility or services required (set-up, take-down, etc.) as a result of the event.
4. The applicant agrees to hold harmless and indemnify the University of Wisconsin Whitewater, their officers, agents and employees from all liability, losses, damages or injury sustained by virtue of the activity conducted.
5. Alcoholic beverages are not permitted as carry-ins at the Coulthart Family Pavilion area, in accordance with the University Alcohol Policy. Alcoholic beverages may be sold by the University Dining Services only, and a University Dining Services employee must be in attendance at any activity in which alcoholic beverages are served and is responsible for identification checking. Groups can make special arrangements with the University Dining Service for this service.
6. There are NO restroom facilities available at the Pavilion. Groups using the Pavilion must use Williams Center restrooms (access to the Stadium or Student Athletic Complex is not available).
7. The only fire allowed in the Pavilion area is within a grill-cooking receptacle (per campus Tailgating Policy).

RENTAL FEE is \$50 per day for all non-University sponsored groups, according to the guidelines in the University Handbook. (Please make check payable to UW-Whitewater.)

I have read the above Coulthart Family Pavilion policies and understand the fees and regulations relative to the use of this facility.

Name _____ Date _____

Approved by _____ Date _____

Therese Kennedy, Director
Recreation Sports & Facilities
100 Williams Center
Whitewater, WI 53190
(262) 472-1544
Fax – (262) 472-1875
kennedyt@uww.edu

OFFICE USE ONLY!
RENTAL FEE PAID _____
DATE _____