



Flobots.org Community Space Inquiry

Name of organization, business or group:

Contact person:

Email/phone/website:

Date(s) requested:

Times requested:

Description of event:

Number of people expected:

Is this event a fundraiser?

Is there a charge for this event? If so, how much?

Is this event open to the public?

Special needs: (Circle all that apply)

Sound system

Stove/oven

Stage

Help with marketing

Flobots.org offers its community space on a sliding scale basis, depending on the type and nature of the event. We make every effort to reduce costs for non-profit and educational organizations that serve the community. For every event, we charge a minimum facility rental fee covers expenses including electricity and water and assorted materials (hand towels, etc).

Please tell us a little bit about your organization or business (one-to-two sentences).

Annual budget:

Resources available for use at Flobots.org:

Full PA/Sound system (charge applies)	Dishwasher
Large whiteboard/chalkboard	Limited selection of serving bowls, plates
Large conference table	Limited selection of tablecloths
Chairs	Flip charts
Outdoor stage (seasonal)	Free on-street parking
Outdoor bar (seasonal)	Bar next door; cocktails can come to facility
Stove/oven/refrigerator	

If needed, you will be responsible for providing:

Serving ware, including plates, napkins, utensils, cups, etc	Cool chests/ice chests
Projector	Linens
	Tablecloths

We ask you to adhere to a “leave no trace” system. All garbage and recyclables must be removed (dumpsters and recycling bins are available on the premises). Facility is to be left as you found it – nice and clean – with furniture in its original place.

Please return this form via email to laura@flobots.org, or fax via 303-945-2191.