

# RCSC FACILITY CLUB USAGE & CLUB MEETING SCHEDULE

Due by April 30th for the following year

CHARTERED CLUB NAME \_\_\_\_\_

Year (January – December) \_\_\_\_\_

Sample						
Month	Date or Day of Week	Starting & Ending Time	Type of Meeting	Center	Requested Room	# People
Jan – Mar	MWF	8:00 – 9:00	Club Hours	SD	East Hall	100
Jan	25	8:00 – 9:00	Club Hours	FW	AZ Room 1	20
Jan – Mar	1 <sup>st</sup> Friday	8:00 – 9:00	Club Hours	BC	SH1	50
Oct – Dec	1 <sup>st</sup> Friday	8:00 – 9:00	Club Hours	BC	SH1	50

<b>Club Hours:</b>
--------------------

Month	Date or Day of Week	Starting & Ending Time	Type of Meeting	Center	Requested Room	# People

<b>Executive Board Meetings (Must meet twice a year):</b>
-----------------------------------------------------------

Month	Date or Day of Week	Starting & Ending Time	Type of Meeting	Center	Requested Room	# People

<b>Member Meeting (Must meet once a year):</b>
------------------------------------------------

Month	Date or Day of Week	Starting & Ending Time	Type of Meeting	Center	Requested Room	# People

**RCSC FACILITY CLUB USAGE & CLUB MEETING SCHEDULE**

Due by April 30th for the following year

\_\_\_\_\_  
**CHARTERED CLUB NAME**

\_\_\_\_\_  
**Year (January – December)**

**Tournaments & Parties:**

List exceptions only to the club hours below. Include decorating & setup times.

Month	Date or Day of Week	Starting & Ending Time	Type of Meeting	Center	Requested Room	# People

\_\_\_\_\_  
Club President's Name

\_\_\_\_\_  
Email

\_\_\_\_\_  
Club President Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone

**Center Key:**  
BC=Bell Rec Center  
FW=Fairway Rec Center  
GR=Grand Center

LV=Lakeview Rec Center  
MC=Marinette Rec Center  
MV=Mt View Rec Center  
OM=Oakmont Rec Center

RV=Riverview GC  
SD=Sundial Rec Center  
SB=Sunbowl