**I AM YOGA Wellness Studio**

**FACILITY USE REQUEST**

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| **Person Requesting Use of the Facility** |
| Name |  |
| Email Address |  |
| Contact Phone Number |  |
| Date of Request |  |

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| **Workshop/Activity Details** |
| Title |  |
| Name of Presenter |  |
| Brief Description of Workshop/Activity |
| Suggested Price |  |
| Ideal Date |  |
| Second Date |  |
| Third Date |  |
| **Workshop Background** |
| Intention of the Workshop |  |
| Intended Audience |  |
| Relevant Experience of Presenter |  |

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| **Studio Use Conditions** |
| * At the I AM YOGA Wellness Studio we strive to maintain a clean and healthy environment for all who enter our facility. Smoking in or around the facility is prohibited.
* Food and beverages may not to be brought into or consumed in the yoga practice room.
* In the event the studio would like to host your event there is a minimum of three months lead-time required if the studio will be promoting the event. If the event will be self promoted a minimum of two months lead-time will be needed.
* The studio is available for outside use only when I AM YOGA does not have a previously scheduled activity. This is generally Saturdays after 1:00p.m. and Sundays after 11:00a.m.
* The studio reserves the right to host those events/workshops it feels will be in consonance with their operational philosophy.
* Studio use fees are calculated on a percentage basis depending on the level of involvement studio staff have in promoting and supporting the activity. This will be discussed and mutually agreed to by both parties. The options are: 50/50 if the studio is the sole promoter, 40/60 if the studio does a portion of the advertising and promoting, and 30/70 if the studio is not responsible for any of the promotion but only provides the space for the designated day. Requests for a waiver of the fee will be considered under special circumstances to be determined by management.
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| Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **For Studio Use** |
| Date Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Reviewed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Approved for (date and time): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Not Approved: \_\_\_\_\_\_\_\_\_\_Fee Agreement: **🗆** 50/50 **🗆** 40/60 **🗆** 30/70 |