

HYANNIS YOUTH & COMMUNITY CENTER

141 Bassett Lane

Hyannis, MA 02601

Phone: 508-790-6345 / Fax: 508-790-6279

Permit Application For Room Use

INSTRUCTIONS: 1. Complete each section of the application. (Attach necessary documents.)

2. We strongly suggest providing alternate dates / times / sites.

3. Return application to the HYCC Front Desk - 141 Bassett Lane, Hyannis or fax 508-790-6279

4. Please do NOT attach or enclose deposits unless expressly instructed to do so.

Permits are awarded on a first-come, first-served basis at the director's discretion. Application does not guarantee permission.

HYCC Rooms Available for Rent

Shepley Community Room

HYCC Conference Room

FEE: \$25 per hour

First Choice:

Room: _____

(Please indicate floor/room)

Day/s: _____

Start Date: _____

End Date: _____

Start Time: _____

End Time: _____

Alternate Choice:

Room: _____

(Please indicate floor/room)

Day/s: _____

Start Date: _____

End Date: _____

Start Time: _____

End Time: _____

PURPOSE: _____

Head Count: _____ Admission to be charged: _____ Accepting Donations?: _____

Does your group carry liability insurance? Yes _____ No _____ If yes, amount of coverage: _____

GROUP NAME: _____

CONTACT PERSON: _____

ADDRESS: Street _____ Town _____ Zip _____

DAYTIME PHONE #: _____ **EMAIL:** _____

*****Credit Card (Visa / M/C) #:** _____ **Exp. Date:** _____ **SC#:** _____ **Zip:** _____

Manager's Approval: _____ Date: _____

Manager's Notes: _____ Fee: _____

Revised: 5/2022