



REQUEST FORM FOR MEETING SPACE

Submit to [scheduling@stjoesyva.org](mailto:scheduling@stjoesyva.org)

NAME OF ORGANIZATION/EVENT \_\_\_\_\_ # OF PARTICIPANTS \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_  
NAME PHONE E-MAIL

Indicate technology needs here: \_\_\_\_\_

- List the actual start time. Space is open 30 minutes prior. If more set-up time is needed, please indicate in Comments.
- Please provide up to three options for program date and begin/end time.

Meeting space will be assigned by the Parish in adherence to social distancing guidelines for public gatherings.

OPTION 1:

DATE	DAY	BEGIN	END	ACTIVITY	COMMENT	For Office Use Only

OPTION 2:

DATE	DAY	BEGIN	END	ACTIVITY	COMMENT	For Office Use Only

OPTION 3:

DATE	DAY	BEGIN	END	ACTIVITY	COMMENT	For Office Use Only

Contact the Parish Office at 419-885-5791 with any questions.