



Janice Ward Community Center

Application for use of the Facility

To be filled out by Contact Person

NOTE: Please contact the Clayton Government Center at 937-836-3500 prior to submitting an online application to verify the date and time you're requesting is available.

Date of Application _____

Individual or Group Name _____

Resident (\$25 per hour for the first 2 hours, \$10 each hour after)

To Obtain the resident rate, proof of residency must be provided with Valid ID or Utility Bill.

Non-Resident (\$40 per hour for the first 2 hours, \$15 each hour after)

Business (\$45 per hour for the first 2 hours, \$15 each hour after)

Civic/Non-Profit Group

Limited to Monday-Friday, 8:00 am to 9:00 pm, for Northmont non-profit organizations on a no fee basis

May only be reserved one day per month, and proof of non-profit status and/or physical address of Northmont organization

NOTE: Outside of Northmont area Civic/Non-Profit Groups must pay non-resident fee

Address _____

City _____ State _____ Zip _____

Contact Person _____

Day Phone _____ Evening Phone _____

Reason for using the building _____

Date requested _____

Time needed from _____ to _____

Please advise the anticipated number of attendees in your party _____

I have read the Janice Ward Community Center policy and I, representing the above name group, agree on behalf of the group I represent, to abide by and follow the policy as well as the most current Covid-19 regulations.

Signature _____

Received in Office:

Proof of Residency: Photo ID
 Utility Bill

Date _____

Total Charge: _____

Received by _____

Payment Method:

Entered on Calendar: _____

Check Cash Credit