**Request for a Family Center Resource Table**

Thank you for your interest in having the Family Center as a resource table at your event! We are happy to help and share our resources throughout the community.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Name of Event |  | | | | | | |
| Date and Time of Event | | |  | | | |
| Location of Event | | |  | | | |
| Reason for Event | | |  | | | |
| Please highlight indoor/outdoor/other | | | | | | |
| Indoor | | | | Outdoor | Other | |
| If other, please specify | | | | | | |
|  | | | | | | |
| Special Event Information  Example : Tables and chairs provided, canopy, instructions for parking, etc | | | | | | |
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| Does the Family Center need to prepare anything for the event?  Example: Donations, speech, specific materials, etc? | | | | | | |
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|  | | | | | | |
| How may we contact you about this event? | | | | | | |
| Contact Name | |  | | | |
| Contact Email | |  | | | |
| Contact Phone Number | |  | | | |
| Contact Address | |  | | | |
|  | | | | | | |
| Date of Request | |  | | | |
| Signature | |  | | | |

Please fill out this form entirely and submit it at least 30 days prior to your event so that we may try to accommodate your request. Thank you!

Please submit this form by email to [Kasey.dean@ccbrockton.org](mailto:Kasey.dean@ccbrockton.org) at least 30 days prior to your event. Thank you.