



Lauren Fawcett, Community Kitchen Coordinator

♦ 25 4th Street ♦ Eureka, California 95501
TEL 707-443-6027 ext. 102 ♦ FAX 707-443-7556

EUREKA CO-OP COMMUNITY MEETING ROOM RESERVATION FORM

Name of group/organization: _____

Contact person/person responsible: _____

Address: _____ Phone(s): _____

_____ Email: _____

Date you are requesting: _____ Time: _____ AM/PM

Purpose of meeting: _____

I have read the Community Meeting Room Information and Policies sheet and I agree to comply with the policies and the Cleaning Checklist posted in the room. My organization or group agrees to indemnify, defend, and hold harmless the North Coast Co-op, Inc. and any of its employees from all claims and liabilities, whether proceeding to judgment, settlement, or otherwise brought to conclusion, arising out of any activities or operation performed by said group on _____ (meeting date).

I also agree that any damage occurring to the Community Meeting Room or its contents during use or as a result of such use is the responsibility of the group, and they will bear the full cost of repair, including replacement, if necessary.

Signed and accepted by: _____ Date: _____

(Signature of person responsible)

On behalf of: _____

(Name of organization or group)

Return completed form to **Lauren Fawcett, Community Kitchen Coordinator.**

You will be contacted by phone or email to confirm your reservation.

The Co-op ~ Locally Committed to Good Food

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EUREKA CO-OP: 1036 5th Street ♦ Eureka, California 95501 ♦ TEL (707) 443-6027 ♦ FAX (707) 443-7556
www.northcoastco-op.com