

# FACILITY RENTAL APPLICATION

Department of Recreation Services

Iowa State University

1180 State Gym, Ames IA 50011

515-294-4980 (phone), 515-294-1412 (fax)



No. # \_\_\_\_\_

## RENTER/CUSTOMER INFORMATION: ORGANIZATION/ENTITY

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Requesting Organization: Ankeny Police Department

Contact Person: Capt. Joe Schaffer E-Mail: JSchaffer@ankenyiowa.gov

Phone: 515-289-5248 Cell Phone: \_\_\_\_\_ Fax: 515-289-9126

Address: 411 SW Ordinance Road City: Ankeny State: IA Zip: 50023

## EVENT INFORMATION

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Name of Event: Ankeny Police Dept. Type of Event: Fitness Expected Attendance: 35-  
Testing Test 50

Facility/Field Space Requested: Main floor track and turf

Day(s) and Date(s)	Doors Open	Event Start	Event End	Doors Locked
Friday, Nov. 8 2019	N/A	8:00 AM	11:00 AM	N/A

Equipment, equipment set-up and/or services required of Recreation Services (describe fully, additional fees may apply): \_\_\_\_\_

Food and/or beverages to be served at event (describe fully): \_\_\_\_\_

*If there is a need for parking, please contact the Department of Public Safety Parking Division at 515-294-3388.*

**Please notify your initial Recreation Services contact if any changes in the original contract arrangements are necessary.**

## ESTIMATED CHARGES & FEES

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Facility/Field Rental Fees: \$115 x 3 hours = \$345

Personnel Charges: N/A

Custodial Services (FP&M): N/A

Incidental Charges: N/A

ISU Admin. Service Fee: \$10.35 = 3% of total estimated charges (\$345)

**Total Estimated Cost: \$355.35**