



**TOURNAMENT/EVENT/PROGRAM REQUEST FORM**

Requester's Name \_\_\_\_\_ Date of Request \_\_\_\_\_

Dates Requesting \_\_\_\_\_ Duration \_\_\_\_\_

Description of Event:

Who will be allowed to participate? Who will benefit from this offering?

What fees will be associated?

Will this be CPTC staff run or run by someone else?

Indicate below, on desired days - requests for times, number of courts, and number of participants:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Time							
Number of Courts							
Gender and Number of Participants							

If there is an option for another time/day please submit on another sheet.

Have you reviewed current court usage? What do you think the impact will be on court usage if this is approved?

All request forms must be filled out completely before they will be reviewed by the Tennis Committee and recommended to the Board for approval or denial.

\_\_\_\_\_  
Requester's Signature                      Date

\_\_\_\_\_  
Tennis Committee Chair                      Date

Requester's contact information (email/phone):

Date Presented to the Board \_\_\_\_\_  
Signature of Officer \_\_\_\_\_

Approve                      Decline