



1567 Way to Grace
Pocatello, Idaho 83201
Phone: 208-235-7659
www.pocatellochubbuckad.com

APPLICATION TO USE MOUNTAIN VIEW EVENT CENTER

This information will help us evaluate your request. You do not have to use this form, as long as you provide the information requested. If you have questions, email rcano@pocatelloidaho.com

SECTION A. USER INFORMATION

USER'S LEGAL NAME: _____

TYPE OF ENTITY:* _____ Fed ID#: _____

CONTACT NAME & TITLE: _____

MAILING ADDRESS: _____

DAY PHONE: _____ CELL PHONE: _____

EMAIL: _____

**If you are claiming an exemption from sales tax you must provide an exemption certificate from the Idaho State Tax Commission.*

SECTION B. DESCRIPTION OF DESIRED USE

Use this section or separate pages to provide the following information:

1. Describe the program. This should include (a) the sport or activity (basketball, volleyball, fitness classes, etc.); (b) the type of program (i.e., practice, league, tournament, camp, clinic, etc.); and (c) the ages of the participants. Please be as thorough as possible.
2. Dates and times of desired use.
3. Set up requirement (e.g., tables, chairs, scoreboards, etc.)
4. Provide any special requests or other information you think will assist us in evaluating your request.

Use this space or attach additional pages.

SECTION C. ADDITIONAL INFORMATION

Please answer the following questions, and fill in below (or on attached pages, if necessary)

1. Do you have insurance for your organization that covers your proposed activity at the Mountain View Event Center? If yes, please provide a copy of Certificate of Insurance.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2. Do you plan on charging admission for spectators? If yes, please provide details here or on attached sheet.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3. Are you exempt from Sales Tax? If yes, please provide a copy of your exemption certificate from the Idaho State Tax Commission.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4. Will Minor Children be participating in the proposed activity?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

You can also find on our website:

- User Contract Standard Terms
- Insurance Requirements
- Code of Conduct
- Facility Use Policies

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