

PLOURDE RECREATION CENTER

Facility Reservation Request Form

This form must be completed for final approval and proper planning of facility requests in the Plourde Recreation Center. All information must be received at least two (2) weeks in advance of the event. Please Call the Rec Sports Office at (508) 767-7072 with any questions. Print and complete the Facility Reservation Form below.

RETURN TO: ATTN: Scott Butch, Rec Sports Office

| | | | | | | |
|---|-----------------|------------------|---------|-------|----------------|----------|
| Name/Group | | Today's Date | | | | |
| Contact Person | Billing Address | | | | | |
| City | State | Zip | | | | |
| Work Phone | Home Phone | Cell Phone | | | | |
| Fax | Email Address | | | | | |
| Assumption College Affiliation (circle one) | None | Off-Campus Group | Faculty | Staff | Administration | Students |

| | | | |
|--|----------------|------------------------|-----------------|
| Sponsoring Organization | | | |
| Title of Event | | | |
| Nature of Event (brief explanation) | | | |
| Day(s) and Date(s) <i>(for ongoing events please circle dates on back calendar)</i> | | | |
| Event Start Time | Event End Time | Reservation Start | Set-Up Ready By |
| Expected Participants / Attendance at Event | | Expected Parking Needs | |

| | | | | | |
|--|-------------------|-------------------|--------------------|--------------|--------|
| Specific Facility(ies) Requested (circle all that apply) | | | | | |
| Lobby | Gymnasium Court 1 | Gymnasium Court 2 | Gymnasium Court 3 | Meeting Room | Pool |
| Aerobic Studio | Locker Rooms | Fitness Center | Racquetball Courts | Track | Other: |

| | | | |
|--|----------------------------|---------------------|------------------|
| Set-up and Maintenance Request (Please indicate your needs for set-up) | | | |
| Scoreboard | Scorer's Microphone | Wireless Microphone | Stereo System |
| _____ # of Chairs | _____ # of Square Table(s) | Bleachers | Extra Trash Cans |
| Additional Needs: | | | |

| | | |
|-----------------------------------|-----|----|
| Any Recreation Equipment Needed? | Yes | No |
| If yes, list all equipment needs: | | |
| | | |



Assumption College Academic Calendar — June 2008 - May 2009

| June 2008 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| July 2008 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| August 2008 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| September 2008 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| October 2008 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| November 2008 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| December 2008 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| January 2009 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| Fall Semester 2008 | |
|--------------------|-------------------------------------|
| Aug. 30 | New Students Arrive/ Register |
| Sept. 1 | Returning Students Arrive/ Register |
| Sept. 1 | LABOR DAY - No classes |
| Sept. 2 | Classes Begin |
| Oct. 11-14 | COLUMBUS DAY - No classes |
| Nov. 26-30 | THANKSGIVING RECESS |
| Dec. 12-18 | Final Exams |
| Dec. 19-Jan. 19 | Semester Break |

| February 2009 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |

| March 2009 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| Spring Semester 2009 | |
|----------------------|-------------------------------------|
| Jan. 19 | Registration for all undergraduates |
| Jan. 20 | Classes Begin |
| Feb. 16 | Presidents Day - Classes Held |
| Mar. 9-14 | SPRING BREAK |
| Apr. 9-13 | EASTER RECESS |
| Apr. 14 | Classes Resume |
| May 6-12 | Final Exams |
| May 16 | Commencement |

| April 2009 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| May 2009 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

