



Fee Waiver Request Form
Park, Recreation, and Forestry Committee

***Please be sure to include this waiver form with your reservation contract no later than 1 month prior to your rental for review and resolution by Park, Recreation, and Forestry Committee at their monthly meeting.**

Event Name:	
Organization Name:	
Address:	
Phone:	
Contact Name:	
Address (If Different):	
Phone:	
E-Mail:	

Non-profit status/number (if available): _____

Please check all fees you wish to have waived: Facility Rental Fee Athletic Facility Rental Fee Special Event Application Fee

Please write in the amount you wish to have waived: \$ _____

Event Description (Please include the following: general purpose of the event, audience description, attendance projection, activities during the event, live music, etc...)

(Use back of page if needed)

What percentage of Allouez Residents are involved with your organization? _____

Where do the proceeds go from the event (if applicable)? (I.e. Youth Organizations, Village Events/Programs, etc.)

(Use back of page if needed)

Please explain the financial hardship the rental fee causes to the organization/event.

(Use back of page if needed)

Please describe the benefit this event will have for the Village of Allouez.

(Use back of page if needed)

(Office Use Only)	
Park & Recreation Commission Meeting Date: _____	Approved: _____ Declined: _____
_____ (Department Director Signature)	_____ (Date)