



# SPECIAL EVENTS Reservation Form

**DATE & TIME** \_\_\_\_\_

I require the use of:

- RACQUETBALL COURT
- BASKETBALL COURT
- SOFTBALL FIELD
- LIGHT RESERVATION
- TENNIS       WARFIT       SOFTBALL
- FITNESS IMPROVEMENT APPOINTMENT

1. I understand by signing this agreement, I act as the requestor for my Squadron. If approved, I will be responsible for the property I am reserving IAW base property requirements. Confirmation of your reservation will be emailed to you.
2. Forward this reservation to the Fitness & Sports Center for review by email to both:  
**Susan.michael.1@spaceforce.mil** and **Carmen.porto@spaceforce.mil**
3. Please note: filling out this reservation request form **DOES NOT guarantee** that your request is approved.

### CONTACT INFORMATION

**POC NAME:**  
**DSN:**  
**Signature:** \_\_\_\_\_  
**DATE:**

**DO NOT WRITE BELOW - FITNESS USE ONLY**

**APPROVED:**      YES      NO  
     

**NAME:**      **SIGNATURE:** \_\_\_\_\_      **DATE:**

