

**TOWN CENTER CORTE MADERA COMMUNITY ROOM**

**APPLICATION FOR TEMPORARY USE**

Today's Date: \_\_\_\_\_

Amounts Enclosed: \$ \_\_\_\_\_ FEE    \$ \_\_\_\_\_ CLEANING FEE (\$25)

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Non-Profit:    Yes \_\_\_\_\_ No \_\_\_\_\_

Exact nature of meeting: \_\_\_\_\_

Requested Date(s) of use: \_\_\_\_\_

Equipment you will bring: \_\_\_\_\_

I have read, understand, and agree on behalf of \_\_\_\_\_

to comply with the Town Center Community Room "Conditions of Use" and "Rules and Regulations".

\_\_\_\_\_  
Signature of Authorized Agent

**\* MAIL FEES (check or money order) to our management office at least five 5-days in advance of your RSVP request date. Checks should be made out to 770 TAMALPAIS DRIVE, INC.\***

**770 TAMALPAIS DRIVE, INC.**  
100 Corte Madera Town Center  
Corte Madera, CA 94925

\* \* \* \* \*

OFFICE USE ONLY

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Fees Received: \_\_\_\_\_ Security Deposit: Yes \_\_\_\_\_ No \_\_\_\_\_

**\* RETURN COMPLETE FORM TO [TCCMcommunityroom@colliers.com](mailto:TCCMcommunityroom@colliers.com) \***