



VETERANS OF FOREIGN WARS
HAFSA ADAI POST 1509
YIGO, GUAM

EVENT REGISTRATION REQUEST

Company/Organization Name: _____

POC Name: _____

POC Phone: _____

POC Email: _____

Date Requested: _____

Time of Event: _____

Number of Guests Expected: _____

Brief Explanation of Event: _____

Special Requests (drink specials, grill use, etc...): _____

The Event Policies

- 1. A \$50.00 deposit is required to reserve a date. Deposit will be returned upon completion of event. Failure to show for event will constitute forfeiture of the deposit.**
- 2. The VFW Canteen cannot/will not be a private event as members are always welcome, however part of the room can be reserved for your guests.**
- 3. Outside food is welcome at the expense of the undersigned organization.**
- 4. Outside beverages are prohibited.**
- 5. The undersigned organization is responsible for all damages caused to property by event guests, as well as, all post event cleanup.**
- 6. The VFW is not responsible for organizational property that has been left behind after an event.**

By signing this document you are agreeing to the above terms and conditions

Signature

Date

OFFICE USE ONLY:

Approved By: _____