

# St. Pius X Catholic Community

*"To restore all things in Christ" -- St. Pius X*

3303 Urban Crest Drive  
San Antonio, TX 78209  
210-824-0139



## Special Events Information

Cassie DeBolt  
Facilities Scheduler  
210-824-0139 ext. 216  
[cdebolt@stpiusxsa.org](mailto:cdebolt@stpiusxsa.org)

# Welcome

Thank you for your interest in renting one of the St. Pius X facilities. This packet contains all the details needed to plan your event including rules and requirements for use.

We are nestled in the Northwood community which is as diverse as it is traditional, and are especially unique due to the proximity of St. Pius X to Joint Base San Antonio- Ft. Sam Army base, which is 3.5 miles away and the San Antonio International Airport approximately 5 miles to the northwest.

We, the Parish community of St. Pius X Catholic Church, strive to "Restore all things in Christ" by continuing His mission to know, love and serve God and one another.

## Philosophy

- To celebrate as members of the St. Pius X Catholic Community, to worship together, to participate in the Sacraments, and to continue to grow in our faith.
- To fully adopt the motto of St. Pius X, which is "To Restore all things in Christ."
- To meet the changing needs of the parish community as viewed by the leaders of the laity under the spiritual guidance of the Pastor.
- To reflect God's love through Christian love and example.
- To demonstrate God's unconditional love through reaching out to others.
- To provide the opportunity for each member to share their time and talents so that no one person has to do it all.

## Mission Statement

Our mission is to encourage all individuals, each with his/her own unique temperament, talents and convictions, to become more deeply involved in the life of the Parish community at large so as to blend the entire community into the Body of Christ.

St. Pius X Catholic Church is located just off Harry Wurzbach Road, about 1 mile inside Loop 410. The address is 3303 Urban Crest Drive, San Antonio, TX 78209.

# Facilities

The following facilities are available for rent. Wireless Internet access is available for an additional fee in all facilities except the church sanctuary.

Church (Catholic Sacraments and events only): The 7,728-square foot sanctuary is a beautiful facility for weddings. A separate room for the bride and her maids is conveniently located upstairs in the church. Approval of the St. Pius X pastor is required before reservation can be confirmed.

Family Center Main Hall: This room is perfect for a wedding reception or company gala. Its nearly 8,000 square feet of space has a wooden dance floor, a movable stage and can seat up to 300 people. Round banquet tables and cloth chairs are included in the rental fee. Add one or both of the side rooms for seating up to 500 people. Rental includes use of the kitchen.

Family Center Room 115/116: One of the side rooms separated from the Main Hall by a partition wall can seat 80 people at round tables or 120 theater style. Add this to rental of the Main Hall for a buffet line or photo booth.

Family Center Room 119/120: A second side room separated from the Main Hall by a partition wall can seat 80 people at round tables or 120 theater style.

Family Center Classrooms: Four classrooms and a conference room are available for meetings only. Seating capacity varies by room and variations to the existing setup are not allowed.

Family Center Kitchen: Use of the kitchen is included in rentals of the Main Hall and/or side rooms.

Maneth Hall Gymnasium: A full-size school gymnasium with bleacher seating, basketball goals and volleyball nets have limited availability. Proof of insurance is required before date of rental. No alcoholic beverages or glass containers allowed in the gymnasium. Availability is extremely limited.

Maneth Hall Cafeteria: The school cafeteria can seat 100 people. No kitchen access or alcoholic beverages of any kind allowed.

# Fees\*

[effective Oct. 1, 2018]

Fees subject to change without notice; contracted price will not change

	Monsignor Martin Family Center			Maneth Hall			
	Church	Courtyard	Main Hall***	Side Rm	Classroom	Gym	Cafeteria
Parishioner	\$250	\$75	\$1500	\$250	No fee	\$50/hr	\$300
Non-Parishioner	\$350	\$125	\$2000	\$350	\$50/hr	\$60/hr	\$400
Deposit	\$300	\$100	See 8.1	See 8.1	N/A	\$500	\$300
Security (per officer)	N/A	\$240**	\$240**	\$240**	N/A	N/A	\$250
Wi-Fi Access	N/A	N/A	\$50	\$50	\$25	N/A	\$50

\* Rental fees on Church holidays (see 7.3) may be slightly higher than those identified above and will be specified on the rental agreement.

\*\* The number of security guards required depends on the number of guests, type of event and presence of alcoholic beverages.

\*\*\* Rental of the Main Hall does not include the side rooms. Side rooms may be added to the hall rental for \$250/\$350 for parishioner/non-parishioner respectively.

## Information, Rules & Policies

### 1. General Information

- 1.1. No guns or weapons of any kind allowed on St. Pius X grounds.
- 1.2. No alcoholic beverages allowed at events **specifically for minors**.
- 1.3. Absolutely no drugs or drug paraphernalia allowed on the premises.
- 1.4. There will be no activities on the premises which violate the law, constitute a nuisance or hazard, or which in the opinion of the Pastor and/or Council of St. Pius X Church would conflict with Catholic dogma, Catholic teaching or the sensibilities of the people living in the area.
- 1.5. Only Catholic ceremonies are allowed in the church. No other wedding or union ceremonies are permitted on campus.
- 1.6. All St. Pius X facilities are non-smoking. This includes electronic cigarettes and vaping products. Smoking is only allowed in designated outdoor areas. Violations of this policy will result in forfeiture of deposit.
- 1.7. All individuals attending functions are to restrict their activities to the area assigned to them. Loitering about the grounds is not permitted. All guests must depart the premises immediately after the event ends.
- 1.8. Parking is available in the parking lot in front of the church, on Robin Rest Drive behind the church, and behind the school. No parking is allowed on sidewalks or in the designated fire lanes. Illegally parked vehicles may be towed and any fees are the sole responsibility of the vehicle owner/operator.

## **2. St. Pius X Catholic Church (SPX)**

### **2.1. Sanctuary**

2.1.1. The church sanctuary can seat up to 600 guests for a wedding Mass. Only Catholic ceremonies with appropriately ordained ministers are allowed on campus.

2.1.2. The church is not available for weddings on Sundays, Catholic Holy Days of Obligation, or Saturday evenings. Saturday weddings must end no later than 3 pm.

2.1.3. The SPX wedding coordinator must be consulted and will assist in planning the ceremony.

2.1.4. All decorations must be in good taste and appropriate for a church setting.

### **2.2. Bridal Room**

2.2.1. A bride's room is located in the choir loft and is included in the rental.

2.2.2. SPX is not responsible for any items left behind in the Church.

## **3. Courtyard**

3.1. The courtyard is an open brick-paved area available for outdoor events.

3.1.1. There are 18 metal tables and 55 metal chairs.

3.1.2. Furnishings from inside the Family Center are NOT to be taken outside.

3.1.3. Rental includes use of the Family Center restrooms only.

3.1.3.1. Rental does NOT include use of the Hall in the case of inclement weather unless coordinated in advance and an additional rental fee has been paid.

3.1.3.2. Cancellations may be made up to three (3) days in advance due to inclement weather only. All fees may be refunded at the discretion of the pastor or his designated representative. This ONLY applies to rental of the courtyard.

## **4. Monsignor Martin Family Center (FC)**

### **4.1. Main Hall**

4.1.1. The FC Main Hall is 70 ft by 70 ft and will fit 33 round tables, 6 feet in diameter, with eight or ten chairs per table. Tables must be covered.

4.1.1.1. Linens (white or black) are available to rent. Floor length linens are \$8.00 per table; 90-inch linens are \$5.00 per table. Replacement cost for heavily soiled or damaged linens is \$10.00 each.

4.1.1.2. St. Pius X is not liable for any loss or damage to linen provided by the renter or caterer.

4.1.2. Additional tables and seating are available with rental of one or both of the side rooms. Fees on page 4 are per room. With both side rooms opened, the maximum number of occupants is 500.

4.1.3. A 12 ft by 16 ft stage with skirting is available. It may only be moved by St. Pius X staff and must be coordinated on a weekday prior to the event.

4.2. Kitchen facilities are included in rental of the hall and/or side rooms.

4.2.1. Utensils and tableware are not provided.

4.2.2. No one under 14 years of age is permitted in the kitchen at any time.

4.2.3. Any catering items left behind will be held for a maximum of 5 days following the event.

4.3. Upstairs classrooms are available for meetings only. They are free of charge to St. Pius X parishioners; non-parishioner rental fee is \$50 per hour. All classrooms are on the second floor and accessible via stairs or an elevator. Furniture is not to be moved or disassembled in any way.

## 5. Maneth Hall (MH)

5.1. Alcoholic beverages are not allowed in Maneth Hall under any circumstances.

5.2. Gymnasium.

5.2.1. The gymnasium may be rented for sporting events only.

5.2.2. All guests must abide by the rules posted in the facility and in Atch 1.

5.2.3. A current ***Certificate of Insurance*** is required.

5.2.4. Rental is for the gymnasium only. Use of the locker rooms, cafeteria, coach's office, concession stand, and second floor is off limits.

5.2.5. ALL children must be supervised at all times. Security personnel are required to report any unsupervised children.

5.2.6. All sports reservations will be coordinated with the St. Pius X Catholic School Athletic Director before approval. The Facility Manager is responsible for coordinating this.

5.3. Cafeteria.

5.3.1. Maximum seating capacity is 100 people with 10 chairs per 6' round table.

5.3.2. Use of the school kitchen is prohibited unless approved via contract.

5.3.3. Rental is for the cafeteria only. Guests are not permitted in the gymnasium or on the second floor.

5.4. Restrooms are available in the hallway between the gymnasium and cafeteria.

## 6. Fees

6.1. Fees cover use of the facility as specified in the contract, normal custodial services, tables and chairs. It does not include any catering services, linens, etc. Table linens are available for rent (see 4.1.1.1.).

6.2. The damage deposit will be deposited in the St. Pius X account until after the event and the facility is determined to be in acceptable condition. This fee will NOT be applied toward any rental fees.

6.3. The rental fee includes a maximum of six (6) hours for the event ending no later than midnight. All guests, equipment and personal items must be removed no later than midnight, unless otherwise noted on the contract. Rental also includes up to three (3) hours for decorating.

6.4. The fee covers normal custodial services. If extensive cleaning is required, the deposit may not be refunded. This determination rests with the pastor or his designated representative.

6.5. The renter is responsible for removing all trash from the receptacles, except restrooms, and leaving it in the gray bin. All trash must be in a garbage bag. If the bin is overflowing or there is excessive garbage, the renter must empty it in the dumpster in the upper parking lot.

6.6. Wireless Internet access is available for a fee. Access must be requested on the rental agreement and the password will be provided to the renter at the beginning of the event.

6.7. A minimum of one security guard is required at all times. The number of guards required depends on the type of event, the number of guests, if alcohol is served and the type of alcohol. The total fee due will be specified on the rental agreement after discussion with St. Pius X security personnel and the decision is not negotiable. Renter will not pay security guards directly.

6.8. ***Fees are subject to change.*** Rental fees, deposits, and security costs are subject to change without notice at any time prior to an executed agreement.

## 7. Reservations

7.1. To request a reservation, complete a St. Pius X Reservation Request Form. It can be found on page 12 of this document, downloaded from the parish website (<http://stpiousxa.org/>) or picked up in the church office.

7.1.1. The damage deposit is due at the time rental agreement is signed to lock in the date.

7.1.2. Payment in full is required no later than 30 days prior to event date. Failure to meet this deadline could result in cancellation of the reservation and forfeiture of all fees paid.

7.1.2.1. Reservations made less than 30 days prior to the event require full payment.

7.1.3. Payment may be made via check, cash or credit card. Credit card transactions will be assessed a **3% service fee** of the amount charged.

7.2. Cancellations. In the event of a cancellation, renter forfeits all or part of the payments as follows:

7.2.1. If a notice of cancellation is given to St. Pius X more than 6 months from the reservation date, renter receives a full refund.

7.2.2. If notice of cancellation is given to St. Pius X between 61 and 180 days from the reservation date, renter forfeits the security deposit.

7.2.3. If notice of cancellation is given to St. Pius X between 31 and 60 days from the reservation date, renter forfeits 50% of the payments made to date.

7.2.4. Cancellations made within 30 days of the reservation date result in forfeiture of 100% of payments made.

7.3. Requests for reservations on the following dates require approval of the pastor: New Year's Eve/Day, Ash Wednesday, Holy Thursday, Good Friday, Holy Saturday, Easter Sunday, day before and after the St. Pius X Church Festival, Memorial Day, Independence Day, Assumption of Mary, Labor Day, All Saints Day, Thanksgiving, Christmas, Lent and Advent Mission Days, and any other days deemed necessary by the Pastor.

7.3.1. If approved for one of these dates, rental or security fees may be higher. All fees will be specified in the rental agreement.

7.4. Rates specified for parishioners apply only to registered parishioners and only when the event is given by or for a registered member of the parish. This rate does not apply to a non-parish group or organization to which the registered parishioner belongs. Registered parishioners (six months or longer) will be verified by the church office prior to execution of the rental agreement.

7.5. The pastor reserves the right to refuse use of any St. Pius X facility to non-parish individuals or groups. Non-parish individuals or groups will be notified of disapproval no later than one week after the reservation request form is received.

7.6. Renter is solely responsible for all decorating of the facility in accordance with the decorating guidelines in Paragraph 14.

7.7. There is a possibility of power outages during any event. St. Pius X is not responsible or liable for power outages or damage to equipment as a result of power outages.

7.8. The facility manager or designated representative may be present at any and all functions held on St. Pius X property.

7.9. St. Pius X Catholic Church reserves the right to cancel or change any reservation. The pastor maintains priority for use of all facilities.

## **8. Rental Deposit**

8.1. The damage deposit must be paid in full before the reservation will be confirmed. The deposit amount and refundable amount varies by type of event. Wedding receptions require a \$400 damage deposit with up to \$300 refundable. Quincenaras required a \$750 damage deposit with up to \$500 refundable.

8.1.1. The damage deposit will be deposited in the St. Pius X bank account until after the event and the facility is determined to be in acceptable condition. This fee will NOT be applied toward the final rental cost.

8.1.2. The deposit will be forfeited if any repairs are necessary or extensive cleanup is required following the event. This includes outside areas and the parking lot.

8.2. Renter is responsible for removing all decorations including adhesive residue, personal linens, equipment, etc. from the property. St. Pius X is not responsible for anything left behind.

8.3. False alarms due to helium-filled balloons left in the facility may incur a false alarm fee.

8.4. If approved, the appropriate refund will be sent via check mailed to the address on the rental agreement within ten (10) working days after the event.

## **9. Security**

9.1. The services of a uniformed, duly commissioned, law enforcement officer within the state of Texas is required for all dances, private parties, wedding receptions, and any event with alcohol.

9.2. The number of officers required depends on the type of event, the number of guests, if alcohol is served and the type of alcohol. Generally speaking, two security guards are sufficient. Large parties (>350 guests) and all quinceneras may require three security guards. The final decision rests solely with the St. Pius X security consultant and is not negotiable.

9.3. The cost for security is in addition to the rental fee at an estimated rate of \$40 per hour per officer (\$240 per officer for 6-hour event). The total fees must be paid in full no later than 30 days prior to event date. The St. Pius X facility manager will book the required security guards and ensure checks are prepared for them. Renter may not procure private security in lieu of St. Pius X contracted security.

## **10. Alcohol**

10.1. Alcohol may only be SERVED, not SOLD, unless the appropriate TABC permit is obtained. Only properly trained/licensed bartenders may serve alcoholic beverages.

10.1.1. Alcoholic beverages brought in for BYOB events must still be served by bartenders from a maximum of two locations on site.

10.1.2. Unopened alcoholic beverages must be removed from the facility at the end of the event. Opened containers must be disposed of.

10.2. No alcoholic beverages are allowed beyond the Family Center courtyard.

10.3. Alcoholic beverages are not allowed in Maneth Hall under any circumstances. Any violation of this rule will be grounds for immediate eviction from the property and forfeiture of all fees paid.

10.4. No alcohol will be served or given to any staff members on duty.

10.5. No alcohol will be served in events specifically for school age children.

## **11. Smoking**

11.1. Smoking is not allowed inside any St. Pius X facility. This includes electronic cigarettes and vaping products. Violation of this policy will result in immediate eviction and forfeiture of all fees paid.

11.2. Smoking is ONLY allowed in designated areas outside of the Family Center. Cigarette disposal cans are available in the appropriate areas.

11.3. Renter is responsible for cleaning up any cigarette butts or smoking debris from the area.

## **12. Room Set-up**

12.1. The rental fee includes set-up according to a diagram submitted by renter. A template for the FC Hall is available from the facility manager.

12.1.1. Renter must submit diagram no later than two (2) weeks prior to the event.

12.1.2. The stage may be moved only by St. Pius X staff.

12.1.3. Tables and chairs may not be rearranged by the renter, nor taken outside.

12.1.4. Tables and chairs in the courtyard will not be removed from this area.

12.2. Decorating, deliveries and setup may begin no earlier than 10 am for evening events, if the facility is available. Exceptions must be included on the signed agreement.



- 12.2.1. St. Pius X is not responsible or liable for anything left in the hall.
- 12.2.2. All valuables must be secured by the renter.

### 13. Cleaning Requirements

- 13.1. The rental fee includes routine janitorial services only.
  - 13.1.1. Routine services include vacuuming and mopping floors, cleaning restrooms, etc.
  - 13.1.2. If extensive cleaning is required for such things as glitter (not allowed), food on carpet, overflowing trash receptacles, beverage containers or food left on tables, etc., the applicable fees will be subtracted from the deposit. The Facilities Manager or Pastor will be the deciding authority.
- 13.2. Renter is responsible for ensuring all decorations (and adhesives) and personal items are removed from all rooms utilized.
- 13.3. All alcoholic containers must be emptied, bagged and disposed of.
  - 13.3.1. Do not leave unopened alcohol in any facility.
  - 13.3.2. No opened alcoholic containers of any kind may be taken to the parking lot.
- 13.4. Food items left in the kitchen will be thrown away.
  - 13.4.1. There is no garbage disposal in the kitchen. DO NOT put food debris down any sink. All food waste must be placed in a plastic garbage bag.
  - 13.4.2. Empty cups, cans, bottles, etc. into the designated bucket for liquids before putting them in the garbage bag.

### 14. Decorating Guidelines

- 14.1. The religious character and nature of the St. Pius X Church and School property must be respected at all times. Religious symbols and images will not be removed, altered, or deliberately obscured and everyone entering the premises should be reminded to respect the religious nature of the facility. Failure to comply will result in immediate eviction from the campus and forfeiture of all fees paid.
- 14.2. The Renter is allowed up to three (3) hours for decorating and half hour for cleanup.
  - 14.2.1. Decorating, deliveries and setup may begin no earlier than 10 am for evening events, if the facility is available.
  - 14.2.2. Decorating the night prior is prohibited unless coordinated with the Facility Manager in advance. An additional fee may be charged. In such instances, St. Pius X is not liable for anything left in the facility overnight.
- 14.3. No throwing of uncooked rice, birdseed, confetti, potpourri, glitter, rose petals or any other similar matter inside or outside. No bubbles, fogging machines or silly string allowed. No tinsel, bales of hay, straw or sawdust may be used.
- 14.4. Decorations may only be attached to glass, brick, or cloth surfaces with removable tape. No pins, nails, or staples will be used. No adhesives of any kind allowed on painted walls or surfaces, light fixtures, wooden walls or door frames.
  - 14.4.1. Exits, corridors, hallways, and fire extinguishers must not be blocked at any time. Exit doors must remain unlocked during the event.
- 14.5. All decorations, balloons and adhesives will be removed at the end of the event. Any residue remaining may result in deduction from the rental deposit.

### 15. MISCELLANEOUS

- 15.1 Locking in a Reservation.** Renter is required to sign a Rental Agreement and pay the security deposit to the St. Pius X business office. Reservations will not be secured until the security deposit is made and a completed Rental Agreement is received, approved, and signed by the Pastor, the St. Pius X

Facility Manager or their designated representative. All reservations are on a first-come basis, except the Pastor has priority and authority to override any reservations.

15.2 **Waiver of Claims.** The renter hereby expressly waives any and all claims for compensation for any loss or damage sustained by reason of any defect, failure or impairment of the water supply system, drainage system or electrical system leading to or on the premises.

## Rules for ALL Facilities

- Use of the facilities is only for social, non-profit, charitable and religious-related activities.
- Use of any facility by an individual or organization for political purposes is strictly prohibited.
- Renter accepts the facility in its “as-is” condition. Any damage will be annotated in the event folder.
- A St. Pius X staff member will open/close the facility. No keys will be given to any person for any reason. An emergency contact number will be provided prior to the date of the event.
- When food is served, tabletops must be covered with heavy paper or fabric covers. When skirting tables, clips will be used; absolutely no nails or staples.
- Facilities will not be occupied by the guests earlier than as stated on the Rental Agreement and will be **vacated** at the stated termination time.
- No **glitter**, dinner mints, **peanuts**, sparklers, or any other fireworks allowed.
- No uncooked rice, birdseed, **confetti**, bubbles, or rose petals on premises.
- No pins, nails or staples allowed for hanging items on the walls.
- All tape and/or adhesives used for decorations must be removed completely from the walls, floor, windows, tables, etc.
- No floor preparation for dancing (i.e. sawdust, sand, etc.). No tinsel, hay or straw may be used.
- No red, orange or any colored liquid that may stain the carpet.
- The only flamed décor allowed are candles enclosed in non-flammable containers.
- There is a stage for bands in the St. Pius X Family Center. The stage is not to be moved except by a member of the St. Pius X event staff.
- All furnishings and equipment will be treated with respect and will not be moved.
- Security personnel will escort anyone creating a disturbance and/or using abusive language off of the St. Pius X campus. All guests entering any St. Pius X facility will be dressed tastefully.
- Children are not permitted to roam any St. Pius X facility. Children in attendance are the responsibility of the parent/guardian and ultimately the Renter. Damage or cleaning necessary as a result of unsupervised children will result in a deduction from the deposit. Security personnel are required to report unsupervised children.
- The courtyard and entrance to the St. Pius X Family Center are NOT designed to accommodate parking. Security Personnel will enforce NO PARKING ZONES FOR ALL VEHICLES AT ALL TIMES. This includes unloading and loading equipment and food.
- Catering and/or liquor distributors must have their equipment out of the rental premises the same day as the event. Beer kegs, margarita machines, etc. must be picked up immediately after the event unless prior arrangements are made with the Facility Manager and annotated in the event folder.
- No children under the age of 14 allowed in the kitchen for any reason.

 Renter agrees to inform caterers, decorators, and guests of all rules and regulations.

NOTE: Any exceptions to these rules must be requested by the renter no later than two weeks prior to the event, approved by the St. Pius X Facilities Manager, and annotated in the event folder.

**St. Pius X Catholic Church**  
 3303 Urban Crest Drive  
 San Antonio, TX 78209  
 210-824-0139

\_\_\_\_\_  
 Facility to be Used

\_\_\_\_\_  
 Date of Event

**RENTAL APPLICATION FOR USE OF PARISH FACILITIES**

Registered Parishioner (verified)     Non-Parishioner

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone #: Day \_\_\_\_\_ Evening \_\_\_\_\_ Alt \_\_\_\_\_

Email \_\_\_\_\_ Type of Event \_\_\_\_\_

Event Hours (maximum 6 hours): from \_\_\_\_\_ to \_\_\_\_\_ \*\* Decorating begins at \_\_\_\_\_ on \_\_\_\_\_

\*\*all guests must leave no later than this time; building is secured no later than 30 minutes after this time

Setup diagram due \_\_\_\_\_ Final payment due \_\_\_\_\_

# guests expected \_\_\_\_\_ Will Alcohol be available? Yes / No    Type of alcohol \_\_\_\_\_

How did you hear about us? \_\_\_ Word of Mouth \_\_\_ Internet \_\_\_ Wedding Mag/Web \_\_\_ Other \_\_\_\_\_

<i>For Office Use Only</i>						
<i>Rental Fees</i>		<i>Payment History</i>				
<i>Facility</i>	<i>Professional Services</i>	<i>Deposits/ Payments</i>	<i>Balance</i>	<i>Date Paid</i>	<i>Check#/ Cash</i>	<i>Paid By</i>
Dep Fee \$	Security \$					
Rental \$	Misc \$					
Add'l Hrs \$	Linen # _____ \$					
<b>Total Due: \$    by:</b>		<b>Paid in Full Date:</b>				

**I have read, accept, and agree to abide by the rules and polices provided to me:** Received (initial) \_\_\_\_\_

\_\_\_\_\_  
 Renter's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 St. Pius X Catholic Church Representative

\_\_\_\_\_  
 Date