

St. Anthony's Church • Church Plaza  
**Facility Reservation Request**

*This is only a request and is not official until  
 you receive reservation confirmation*

7820 Fox Road • Hughson, California 95326 • (209) 883-4310



Ministry / Organization: \_\_\_\_\_

Your Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email (Required) \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Single Date Requested: \_\_\_\_\_  
 Day of the Week Month Day Year

Addt. Date Requested: \_\_\_\_\_  
 Day of the Week Month Day Year

Repetitive Dates: \_\_\_\_\_  
 Day of the Week Weekly/Monthly Which Time of the Month

Time Requested: \_\_\_\_\_  
 (Including Setup & Cleanup) Start Time End Time

Time of the Activity: \_\_\_\_\_  
 Start Time End Time

# of Participants: \_\_\_\_\_

Description of Activity: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**LOCATION** (Please check the box for the room requested)

- Church       Church Plaza
- Classroom  1  2  3  4  5  6  7  8
- Hughes Social Hall
- Large Hall       Small Hall       Kitchen
- Rogers Family Center
- Gym       Kitchen       Music Room       Room (KofC /YLI)

**ANNOUNCEMENT**

*(Parish Ministries: Check the appropriate box)*

Parish Bulletin (1-2 weeks prior to event)

Announcement after Mass (1 week prior to event)

FOR OFFICE USE ONLY

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

- Room Available \_\_\_\_\_  
Initials
- Entered into Church Calendar \_\_\_\_\_  
Initials
- Submitted to Web Calendar \_\_\_\_\_  
Initials