


ST. FRANCIS OF ASSISI CALENDAR/FACILITY REQUEST FORM

RECURRING REQUEST

1. GENERAL INFORMATION	
GROUP/MINISTRY NAME: _____	
CONTACT PERSON: _____	PHONE: _____
TYPE OF EVENT/FUNCTION: _____	
CELL OR HOME	

2. RECURRING REQUEST (EXAMPLE: SATURDAY, JANUARY 1, 2020)	
START DATE OF RECURRENCE: _____, _____ 20____	
END DATE OF RECURRENCE: _____, _____ 20____	
SET UP TIME: _____ AM/PM TO _____ AM/PM	
EVENT TIME: _____ AM/PM TO _____ AM/PM	
CLEAN UP TIME: _____ AM/PM TO _____ AM/PM	
RECURRANCE PATTERN:	
<input type="checkbox"/> DAILY <input type="checkbox"/> WEEKLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> OTHER	
RECUR EVERY: <input type="checkbox"/> 1ST <input type="checkbox"/> 2ND <input type="checkbox"/> 3RD <input type="checkbox"/> 4TH <input type="checkbox"/> 5TH	
<input type="checkbox"/> SUNDAY <input type="checkbox"/> MONDAY <input type="checkbox"/> TUESDAY <input type="checkbox"/> WEDNESDAY <input type="checkbox"/> THURSDAY <input type="checkbox"/> FRIDAY <input type="checkbox"/> SATURDAY	

3. FACILITY REQUESTING (CHECK ALL THAT APPLY)		
<u>CHURCH BUILDING</u> <input type="checkbox"/> MAIN CHURCH <input type="checkbox"/> MARY'S CHAPEL <input type="checkbox"/> ST. JOSEPH'S CHAPEL <input type="checkbox"/> BRIDAL ROOM <input type="checkbox"/> FRONT AWNING <input type="checkbox"/> GROTTA OF MARY	<u>RECTORY</u> <input type="checkbox"/> FISHROOM <input type="checkbox"/> DINING ROOM <input type="checkbox"/> KITCHEN <input type="checkbox"/> CENTER COURTYARD <input type="checkbox"/> ENTRANCE PATIO	<u>YOUTH CENTER BUILDING</u> <input type="checkbox"/> GYM <input type="checkbox"/> BASKETBALL HOOPS <input type="checkbox"/> AUDIO SYSTEM <input type="checkbox"/> BLEACHERS <input type="checkbox"/> MEETING ROOM 1 <input type="checkbox"/> MEETING ROOM 2 <input type="checkbox"/> KITCHEN <input type="checkbox"/> PARKING AREA
<u>PARISH HALL BUILDING</u> <input type="checkbox"/> MAIN HALL <input type="checkbox"/> KITCHEN <input type="checkbox"/> BETENBAUGH ROOM <input type="checkbox"/> FOYER <input type="checkbox"/> BREEZEWAY PATIO	<u>SCHOOL GROUNDS</u> <input type="checkbox"/> CM ENRICHMENT CENTER <input type="checkbox"/> KITCHEN <input type="checkbox"/> TEACHER'S LOUNGE <input type="checkbox"/> CLASSROOM # _____ <input type="checkbox"/> OUTDOOR CHAPEL <input type="checkbox"/> OUTDOOR GRASS AREA <input type="checkbox"/> BASKETBALL COURTS <input type="checkbox"/> OUTDOOR AWNING	
<u>PARISH OFFICE BUILDING</u> <input type="checkbox"/> CONFERENCE ROOM A <input type="checkbox"/> CONFERENCE ROOM B <input type="checkbox"/> CONFERENCE ROOM D		

PLEASE COMPLETE AND RETURN TO THE PARISH HALL OFFICE, OR BY EMAIL AT IRUIZ@STFRAN.ORG

2020

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		