



MizzouRec Services and Facilities Reservation Application Form

This form must be completed and returned NO LATER THAN 7 DAYS PRIOR TO THE SCHEDULED EVENT (excluding weekends and holidays). Please note that completion of this application does not guarantee approval. Applicants may return the completed form to the Business Office.

EVENT INFORMATION

DATE SUBMITTED: _____ EVENT DATE: _____

APPLICANT NAME: _____

NAME OF GROUP/ORGANIZATION: _____

CONTACT NAME (if different from applicant name): _____

CONTACT BILLING ADDRESS _____

CONTACT E-MAIL: _____

CONTACT PHONE: _____

BEGINNING TIME (include set-up time): _____

END TIME (include clean-up/take-down time): _____

ESTIMATED NUMBER IN ATTENDANCE: _____

AGE RANGE OF PARTICIPANTS: _____

WILL FOOD AND BEVERAGES BE SERVED? _____

IF YES, PLEASE EXPLAIN: _____

IS YOUR GROUP A STUDENT ORGANIZATION? _____

IF NO, IS YOUR EVENT AFFILIATED WITH A DEPARTMENT OF THE UNIVERSITY
OF MISSOURI? _____

PLEASE DESCRIBE THE PURPOSE OF YOUR EVENT AND NEED FOR USING MU REC COMPLEX FACILITIES:

ADDITIONAL COMMENTS/INSTRUCTIONS (FACILITY USE ONLY)

FACILITY RESERVATIONS: PLEASE CHECK ONLY THE FACILITY/FACILITIES THAT YOU WOULD LIKE TO RESERVE

BASKETBALL AND RACQUETBALL COURTS

Racquetball Court ____

- Mizzou group rate: \$25/hr
- Non-Mizzou group rate: \$30/hr

SOUTH SRC (3 COURTS) ____

- Per Court:
 - Mizzou group: \$35/hr
 - Non-Mizzou group: \$45/hr

NORTH SRC (3 COURTS) ____

- Per Court:
 - Mizzou group: \$35/hr
 - Non-Mizzou group: \$45/hr

BREWER COURTS (4 COURTS) ____

- Per Court:
 - Mizzou group: \$35/hr
 - Non-Mizzou group: \$45/hr

PER COURT ____

- Hourly rates:
 - Mizzou group: \$35/hr
 - Non-Mizzou group: \$40/hr
- I would like to reserve ____ number of courts.
- I would like to reserve courts in (circle one) South SRC / North SRC / Brewer

OUTDOOR FACILITIES

STANKOWSKI RECREATION COMPLEX AND FIELDHOUSE

- Single field (hourly) ____
 - Mizzou group: \$30/hr
 - Non-Mizzou group: \$45/hr
- Walking track ____
 - Mizzou group: \$20/hr
 - Non-Mizzou group: \$24/hr
- Fieldhouse and restrooms ____
 - Mizzou group: \$75/day
 - Non-Mizzou group: \$150/day

HINKSON PARK & REST ROOMS ____

- Per field (2 field max, 2 hour minimum):
 - Mizzou group: \$25/hr/field
 - Non-Mizzou group: \$35/hr/field

EPPLE FIELD AND SHELTER ____

- Per field (2 field max, 2 hour minimum):
 - Mizzou group: \$25/hr/field
 - Non-Mizzou group: \$35/hr/field
- Shelter House and Restrooms (2 hour minimum)
 - Mizzou group: \$25/hr
 - Non-Mizzou group: \$35/hr

OUTDOOR TENNIS ____

- Hourly:
 - Mizzou groups: \$15/court/hr
 - Non-Mizzou groups: \$20/court/hr
- Daily:
 - Mizzou groups: \$45/court/day
 - Non-Mizzou groups: \$60/court/day

SAND VOLLEYBALL COURTS ____

- Per court
 - Mizzou groups: \$20/court/hr
 - Non-Mizzou groups: \$30/court/hr

AQUATIC CENTER

POOL AREA

50m Competitive Pool Long Course
(Entire Pool—50 meters)

- 8 lanes (2 hour min) ____
- Per lane ____

Mizzou Group

\$150/hr
\$20/hr

Non-Mizzou Group

\$180/hr
\$30/hr

50m Competitive Pool Short Course
(Half pool—25 yards)

- 8 Lanes (2 hour min) ____
- Per Lane ____

\$75/hr
\$15/hr

\$90/hr
\$18/hr

Diving Well

- Entire Well (2 hour min) ____
- 1 Board (2 hour min) ____
- Tower ____

\$75/hr
\$40/hr
\$40/hr

\$90/hr
\$50/hr
\$50/hr

Truman's Pond ____

\$100/hr

\$120/hr

Tiger Grotto ____

\$100/hr

\$120/hr

For questions about the aquatic center, contact Chris Seris at (573)-882-9004 or serisc@missouri.edu

MEETING ROOM RENTALS

MizzouRec also offers a variety of meeting spaces to fit your needs. Take a look at the list below and check which room would best suit your group meeting or presentation. **Note: A two (2) hour minimum is required for all meeting spaces.**

SPIRIT & TRADITION HALL ____

- Mizzou group rate: \$15/hr
- Non-Mizzou group rate: \$20/hr

BREWER BOARDROOM ____

- Mizzou group rate: \$20/hr
- Non-Mizzou group rate: \$30/hr

LEGENDS ROOM ____

- Mizzou group rate: \$25/hr
- Non-Mizzou group rate: \$35/hr

BREWER SKYBOX ____

- Mizzou group rate: \$20/hr
- Non-Mizzou group rate: \$30/hr

AQUATICS CLASSROOM ____

- Mizzou group rate: \$25/hr
- Non-Mizzou group rate: \$30/hr

AQUATIC MEZZANINE ____

- Mizzou group rate: \$25/hr
- Non-Mizzou group rate: \$30/hr

SCOT ARNOLD ROOM ____

- Mizzou group rate: \$20/hr
- Non-Mizzou group rate: \$25/hr

AQUATIC CONFERENCE ____

- Mizzou group rate: \$28/2 hrs
- Non-Mizzou group rate: \$40/2 hrs

STUDIO 29 ____

- Mizzou group rate: \$20/hr
- Non-Mizzou group rate: \$35/hr

MARTIAL ARTS STUDIO ____

- Mizzou group rate: \$20/hr
- Non-Mizzou group rate: \$35/hr

JUNGLE LOBBY ____

- Mizzou group rate: \$125/2 hrs
- Non-Mizzou group rate: \$180/2 hrs

DOWNTOWN BREWER ____

- Mizzou group rate: \$84/2 hrs
- Non-Mizzou group rate: \$120/2 hrs

ROOM CONVERSION ____

- Mizzou group rate: \$100
- Non-Mizzou group rate: \$100

EQUIPMENT RENTALS

Staffing (\$17/hour)

QUANTITY: _____

Tech Support (\$25/hour)

QUANTITY: _____

PA/Sound System (\$125/day)

QUANTITY: _____

Wireless Scoreboard (\$35/day)

QUANTITY: _____

Court Tarp (\$100/court/day)

QUANTITY: _____

Basketball (\$6/day)

QUANTITY: _____

Volleyball (\$5/day)

QUANTITY: _____

Outdoor Volleyball Equipment (\$25/day)

QUANTITY: _____

Trash Can (\$5/day)

QUANTITY: _____

Table—8 foot (\$10/day)

QUANTITY: _____

Towel (\$4/each/day)

QUANTITY: _____

Linens (\$6/each/day)

QUANTITY: _____

Chair (\$3/day)

QUANTITY: _____

MizzouRec Padded sports chair (\$5/day)

QUANTITY: _____

Ice Machine (\$75/event)

QUANTITY: _____

Tip and Roll Bleachers (\$50/day)

QUANTITY: _____

Radio (\$10/day)

QUANTITY: _____

Wheelchair (\$10/day)

QUANTITY: _____

12 Scrimmage Vests (\$24/day)

QUANTITY: _____

Podium (\$30/day)

QUANTITY: _____

Extension Cord (\$4/each/day)

QUANTITY: _____

Flip Score Charts (\$25/day)

QUANTITY: _____

Easel with Pad (\$50/each)

QUANTITY: _____

Pop up (10' x 10') Tent (\$25/day)

QUANTITY: _____

Stage Sections (4'x8') (\$25/section)

QUANTITY: _____

Ping Pong Table (\$50/day)

QUANTITY: _____

Pipe and Drape

- Assembly and take down

fee: \$17/every 10 ft

- 9' option (\$10/10 ft./day)

- 16' option (\$20/10 ft./day)

QUANTITY: _____

*AquaticTiming Equipment is subject to approval by Aquatic Center Manager

Equipment will be provided on the day of your event. If extra equipment is needed on the day of the event, your group will be charged accordingly. Event Managers, Lifeguards, and other staffing will be determined solely at the discretion of MizzouRec professional staff. Depending on the type of event and the closing hour, the following may be automatically assigned by MizzouRec: Event Staff (\$17/hour), MUPD Officer (\$35/hour) (required for events lasting later than 12am).

RENTAL AGREEMENT: PLEASE INITIAL NEXT TO EACH STATEMENT TO INDICATE YOUR INFORMED CONSENT

I understand that MizzouRec has the right to modify or cancel all scheduled events **INITIALS:** _____

I understand that all decorations and facility modifications must be approved by and coordinated with express consideration from MizzouRec. Individuals and groups must assist the assigned Event Manager as needed with post-event clean up. **INITIALS:** _____

I understand that any group not assigned an Event Manager will be charged a \$100 clean up fee if the grounds require cleaning after the event. **INITIALS:** _____

I understand that a mandatory \$10 processing fee is assessed to all approved facility applications. An additional \$25 reservation fee will be charged for reservations made within 7 days of the requested date. Payment should be made at 213 Rothwell in the MizzouRec Business Office. **INITIALS:** _____

I understand that all individuals and groups not affiliated with MU must provide a certificate of event insurance before final approval can be authorized. Additionally, a separate facility use agreement must be completed and filed with both MizzouRec and the University of Missouri's Business Services. **INITIALS:** _____

I understand that additional fees may be applied to events that require professional staff intervention. This includes weekend and evening on-call service. **INITIALS:** _____

I understand that all individuals and groups using MizzouRec Facilities must promote and abide by the four established MU Values: Respect, Responsibility, Discovery and Excellence. **INITIALS:** _____

I understand that if event cancellation becomes necessary, it is the responsibility of the individual/group to notify MizzouRec no less than 48 hours before the event. Failure to do so will result in forfeiture of all paid event charges. MizzouRec reserves the right to refund event charges (under 18 hours) for emergencies. **INITIALS:** _____

I understand that MizzouRec will charge for staffing that is determined necessary for your event. **INITIALS:** _____

FACILITY USE AGREEMENT

I agree to be responsible for the opening and closing of the event at the above designated hours. Where required, I will provide proof of student organizational status and secure accepted advisors who shall consent to remain during the entire event. In addition, I acknowledge reading the preceding information and agree to observe all stated guidelines.

SIGNATURE OF APPLICANT: _____ **DATE:** _____