



Community/Media Conference Center
 Located inside Freeland Whidbey Telecom Customer Center - near WiFi

Donated Room Application
 Standard Business Hours: Monday – Friday | 9:00am – 5:30pm

Please note:

- **Hours outside standard business hours: \$150.00 per hour**
- **Room configuration changes: \$50.00**
- **CMCC “Brochure and Terms and Conditions” is included with this form**
 - ***If your request is approved through our Philanthropy department - you will need to fill out information within that brochure specific to your rental dates and event requirements.*

<u>Organization Name:</u>		<u>Today's Date:</u>	
<u>Contact Name:</u>		<u>Phone:</u>	
<u>Mailing Address:</u>		<u>City/State:</u>	<u>Zip:</u>
<u>E-mail Address:</u>		<u>Website (if available):</u>	
<u>Date(s) and Time for Rental:</u>			
<u>Recurring:</u>	<u>Arrival Time:</u>	<u>Departure Time:</u>	<u>Number of Guests:</u>
<u>Organization/Business Sponsoring Event:</u>			
<u>Write a brief description of your organization and how the local community will benefit from your event:</u>			
<u>Will there be publicity promoting your event? If so, will it include mentions about Whidbey Telecom?</u>			

Please email completed form to: mary.posz@whidbeytel.com

Or you may Fax or Mail to: Fax: 360-321-8118 / Mail: Whidbey Telecom Philanthropy • 14888 SR 525 • Langley, WA 98260

Billing Questions? (360) 321- 1122 Philanthropy Questions? (360) 321-0384

To apply for donated Whidbey Telecom service(s), please fill out this form, and/or attach a description of your organization, the intended use of the service(s), and how it will benefit our community. Donated Conference Center rental is granted at the discretion of the Company. At the end of the donated term, your service(s) will automatically revert to billed service(s) at regular prices. Whidbey Telecom reserves the right to discontinue donated service(s) at any time without prior notice.

****By submitting this form, I certify that I have read, understand, and agree to these Terms of Use and conditions, which can be found in the Community and Media Conference Center application packet included with this form.**