
Facilities Rental Fee Exception

1. State the purpose of your event

2. State the reason your event qualifies for an exception under Procedure C.1.3.3

(A. Co-Sponsorship, B. Professional Organization or C. Special Case – Be Specific)

To be completed by Alamo Colleges Vice Chancellor/President for each cases A, B or C

- Approve
 Disapprove

The reason behind your decision:

Signatures

Customer Signature

Alamo Colleges Representative

Name Printed

Name Printed

Title: _____

Vice Chancellor/ President/Designee

Chancellor approval for case C only:
