|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | |  | | --- | |  | | Facilities Rental Fee Exception | |  | |

## State the purpose of your event

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| --- | --- |
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## 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)

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## 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:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_