

Selinsgrove Projects, Incorporated  
Selinsgrove, Pennsylvania

SELINGSGROVE COMMONS OCCUPANCY POLICY

Activities, programs, meetings, ceremonies, celebrations, rites, or gatherings for any purpose and involving any number of participants that are to be conducted in the *Selinsgrove Commons* must be approved by the Selinsgrove Projects, Inc. (SPI) Board of Directors.

Persons or organizations proposing to conduct an activity, program, meeting, ceremony, celebration, rite, or gathering in the *Selinsgrove Commons* must submit an official application (see attached Application Form) at least thirty days prior to the date on which the activity will be conducted. The application must be given to the President of the Board or his/her representative. Each subsequent time a similar activity is proposed to be conducted on the *Selinsgrove Commons*, an official application must be submitted to the SPI Board of Directors for approval thirty days in advance.

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President

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Date

Selinsgrove Projects, Incorporated  
Selinsgrove, Pennsylvania

SELINGROVE COMMONS OCCUPANCY APPLICATION

Name of Organization Sponsoring the Proposed Program or Activity

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Name and Title of Contact Person Representing the Organization

\_\_\_\_\_

Mailing Address

\_\_\_\_\_

\_\_\_\_\_

Phone Number of Contact Person

\_\_\_\_\_

Description of the program or activity to be conducted in the Selinsgrove Commons: (Please provide a description of the major components of the program and identify the persons or groups speaking, singing, dancing, or playing instruments in each part of the planned activity.)

Specify the purpose or objective of the proposed program or activity:

Specify the sound amplification and/or lighting equipment that will be set-up and used as part of the proposed program or activity:

Estimated number of people attending and participating in the proposed program:

Date on which the proposed program or activity will take place and the start and finish times:

NOTE: This application will be dated as of the day on which it is received by the President of the Board of Directors of Selinsgrove Projects, Inc. P.O. Box 377, Selinsgrove, PA 17870