

# **St. Gregory the Great Multiple Meeting Scheduling**

Organization: \_\_\_\_\_

Facility  
Requested: \_\_\_\_\_

Dates (Please include all dates needed for each month)

Jul. \_\_\_\_\_ Aug. \_\_\_\_\_ Sept. \_\_\_\_\_ Oct. \_\_\_\_\_  
Nov. \_\_\_\_\_ Dec. \_\_\_\_\_ Jan. \_\_\_\_\_ Feb. \_\_\_\_\_  
Mar. \_\_\_\_\_ Apr. \_\_\_\_\_ May. \_\_\_\_\_ Jun. \_\_\_\_\_

Time  
From: \_\_\_\_\_ to: \_\_\_\_\_

Hall Rooms needed:    A    B    C    D    E    F    ALL    (Circle rooms  
needed)

Person responsible for Key pick-up, clean-up & Faith Formation set up (if  
necessary):

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_