

Hinds Community College – Academic-Technical Center

3925 Sunset Drive, Jackson, MS 39213

Contact: Leroy Levy 601-987-8161 (office), 601-987-8444 (fax)

Facility Utilization Request

Name of Company or Individual:		
Contact Name (if different):	Phone number:	
Address:		
City:	State:	Zip code:
Date(s) of function:	Time of function:	til
Number expected:	Expected time of arrival for setup:	
Will Admission be charged:	Will merchandise be sold?	Will funds be solicited?
Purpose of event:		

Fees for use of Hinds Community College facilities are as follows:

Building	1-3 Hour Rate	Over 3 Hours	Cost
Classrooms	\$125	\$45 per hour after	_____
Auditorium (Room 155)	\$150	\$50 per hour after	_____

Please see rate schedule for Other Items and Services. All checks must be made payable to Hinds Community College and have account # _____ referenced on the check.