



Facility Rental Interest Form

Hillside School
404 Robin Hill Street
Marlborough, MA 01752



Date: _____

Contact Person: _____

Phone: (Cell) _____ (Home) _____ (Work) _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

How may we contact you? _____ phone _____ email

Event Information

Circle one: Non-Profit or Profit

Event Start Date: _____ Event End Date: _____

Event Start Time: _____ Event End Time: _____

Name of Applicant/Organization: _____

Estimated # of guests: _____

Event Type: _____

Facilities of Interest **please check all that apply** :

- | | | | |
|--------------------------------------|--|--|---|
| <input type="checkbox"/> Dorms | <input type="checkbox"/> Athletic Fields | <input type="checkbox"/> Outdoor Pool | <input type="checkbox"/> Gym/Auditorium |
| <input type="checkbox"/> Dining Room | <input type="checkbox"/> Board Room | <input type="checkbox"/> Multipurpose Room | <input type="checkbox"/> Chapel |
| <input type="checkbox"/> Classroom | <input type="checkbox"/> Student Lounge | | |

Will you need catering services? _____Yes _____No

Hillside's Dining Services can cater your campus event or provide snacks & refreshments.

Additional Information

Print Name of Contact: _____ Signature of Contact: _____

Please submit this form at least 3 weeks prior to your event or sooner. The submission of this form does not guarantee a booked event. Allow at least two days for a response.

Facilities Rental Coordinator
rentals@hillsideschool.net