

Facility Use Application Form

Korean Cultural Center

11813 N. Lamar Blvd Austin TX 78753

Organization: _____

Name: _____ Phone: _____

e-mail: _____

Facility: Hall ¹ Meeting Room ² Kitchen ³ BBQ ³

Date: year _____ month _____ day _____

Time: from _____ to _____

Number of people: _____

Purpose: _____

Fees

1 Hall: Special event: \$150 per day (week days from 9:00 am to 5:00 pm). \$200 for after office hour, weekend, and national holiday. Regular event: \$25 per hour.

2 Meeting Room (12 people): Free except regular use (\$20 per hour).

3 Kitchen (BBQ included): Special event, \$100 per day (week days from 9:00 am to 5:00 pm) \$150 for after office hour, weekend, and national holiday.

Once the application is approved, your reservation is econfirmed after payment is received. Your reservation may be canceled at any time, and your payment will be refunded.

Compliance

1 Alcoholic beverage and Smoking are not permitted.

2 Cleanup is required after usage.

Notice

Parking space is limited to 25 vehicles.

Maximum occupancy is 60 persons.