

# Islamic Center of Old Bridge

205 Route 35 North  
Cliffwood Beach, NJ 07735  
Phone: 732-583-2030

Form No.: 002

Today's Date: \_\_\_\_\_

## APPLICATION FOR ICOB FACILITY USE

- 1 Name of the Person, Group or Organization \_\_\_\_\_
- 2 Address: \_\_\_\_\_
- 3 Telephone: Mobile: \_\_\_\_\_ Alternate: \_\_\_\_\_
- 4 Date of Event \_\_\_\_\_ Type of Event: \_\_\_\_\_
- 5 Time of Event: \_\_\_\_\_ Will Food be Served? \_\_\_\_\_
- 6 Estimated Attendance: Men: \_\_\_\_\_ Women: \_\_\_\_\_ Children: \_\_\_\_\_
- 7 Will Imam services will be required? \_\_\_\_\_ Yes \_\_\_\_\_ No

### Donation Schedule

	Check if Applicable	Donation
Imam Services		\$150.00
Prayer Hall Use (No Food/Refreshments)		\$250.00
Prayer Hall Use with Food/Refreshments Served		\$350.00
Custodial Charge (To be refunded if no ICOB cleanup needed)		\$100.00
<b>TOTAL</b>		

### Priority of Use

- 1st Priority: ICOB related events/activities  
2nd Priority: ICOB members doing religious activities  
3rd Priority: Non ICOB members doing religious activities  
4th Priority: ICOB members doing personal activities  
5th Priority: Non ICOB members doing personal activities

### User Responsibilities:

1. This application must be received at least 1 week prior to the event (unless this is an emergency)
2. No reservations will be confirmed until required fees are paid in advance
3. Hall rental fee is not refundable
4. User must bring all supplies such as paper plates, napkins, plastic utensils, table covers, sterno, etc.
5. No food will be allowed in Prayer Hall
6. No cooking allowed on premises.
7. Custodial charge will not be refunded if user fails to cleanup Hall, Dining Area, Bathrooms and take Trash to dumpster outside.
8. All worshippers shall have access to prayer hall during the time of prayer
9. All rules governing the use of ICOB facilities (a copy of which is posted on the bulletin board) shall be observed
10. Adequate adult supervision must be provided for the minors
11. Applicant will be responsible for damage to ICOB property

If request is approved, the undersigned individually and the organization he/she represents hereby agree to assume full liability of any and all damage to property and injury to persons during period of such use and shall have full responsibility for the observance of all rules:

\_\_\_\_\_  
Signature of the Applicant

### *For ICOB Use Only*

Received the donation of \$ \_\_\_\_\_

Received By: \_\_\_\_\_