



WELCOME TO
ETHIOPIAN MUSLIM ASSOCIATION
OF SEATTLE

Mosque Facility Use Request Form

Event/Organization Details:

Event Name or Organization: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

Event Details:

Event Date: ____/____/____

Event Time: ____ AM/PM to ____ AM/PM

Estimated Number of Attendees: ____

Event Purpose and Description:

Please provide a detailed description of the event, its purpose, and how it aligns with the values and mission of the mosque.

Requested Facility/Space:

- Main Prayer Hall
- Meeting Room
- Multi-Purpose Hall
- Outdoor Area (Specify: _____)
- Other (Specify: _____)

Equipment/Setup Needs:

- Microphone and Sound System
- Projector and Screen
- Seating Arrangement (Specify: _____)
- Decorations (Specify: _____)
- Food and Beverage (Specify: _____)
- Other (Specify: _____)

Additional Information:

Provide any additional information, special requests, or specific requirements related to the event or facility use.

Event Schedule (if applicable):

- Setup Time: _____ AM/PM
- Event Start Time: _____ AM/PM
- Event End Time: _____ AM/PM
- Cleanup Time: _____ AM/PM

Terms and Conditions:

By submitting this request, I/we acknowledge and agree to comply with the mosque's facility use policies, including any associated fees or requirements. I/we understand that the use of the facility is subject to approval by the mosque administration.

Signature: _____ Date: ____/____/____