

**SUNY DELHI**  
**REQUEST FOR WAIVER OF STANDARD FACILITY USAGE RATES**

This form is to request a waiver of facility usage fees only. Non-profit community service organizations and SUNY Delhi alumni may be eligible for a 15% discount on facility fees only (does not include pool use or services). All necessary reservations, certificates of insurance, revocable permits and other forms must be filed and approved as required by college policy. *An approved Facility Use Scheduling Form must accompany this request.*

Name of Event/Group: \_\_\_\_\_

Non-Profit Organization (attach proof of status)       SUNY Delhi Alumni

Date(s) of Event:

\_\_\_\_\_

Description of Event (Purpose, Sponsors, Attendees, etc.): \_\_\_\_\_

\_\_\_\_\_

Discounts may be requested for an event that provides direct support of the college mission.

Justification: \_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

E-mail \_\_\_\_\_

Return form to:

Outreach & Workforce Development Office, SUNY Delhi  
174, Bush Hall, 454 Delhi Drive, Delhi, NY 13753

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FOR OFFICE USE ONLY:

FACILITY USAGE DETERMINATION      Approve \_\_\_\_\_      Deny \_\_\_\_\_

Percentage of Waiver \_\_\_\_\_

Comments:

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_