The Hindu Temple Association of Eastern Iowa

PO Box 10573, Cedar Rapids, Iowa 52410-0573
http://www.iowahindutemple.org, Tel# 319-396-3196 Email : econtact@iowahindutemple.org

Temple Facilities Reservation Form

The Hindu Temple of Eastern Iowa is a public use facility for those who support the mission of the Temple & abide by its articles of incorporation, By-Laws & guidelines for social, cultural, educational & religious purposes. Events such as religious, birthday, wedding, anniversary, cultural, fund raising etc. can be held with prior permission & by providing detailed information about the activities planned. The EC may reserve certain days of the year for specific religious festivals & thus limit temple facility use during those days. Please refer to the religious calendar on temple website or call/email for available dates. The requested donation towards each event category is as listed below. Any additional donation is greatly appreciated & eligible for tax deductible :

Event	**Kitchen & Dinning (4 hours)** [1]	**Prayer Hall with priest services (4 hours)** [1]	**Deposit** [2]
Social – Private with no Prayer hall, no Priest services. K&D only. Ex. Birthday, Anniversary, Engagement, Personal Parties etc	$220.	Not available	$200
Social – Private with prayer Hall & Priest services. Ex. Wedding, Upanayanam, Seemantham, Havan, Naming Ceremony, Satyanrayana Puja etc.	$220	Varies. See website, **iowahindutemple.org** and then link "**Services**"	$200
Religious Service – Open to the community[3]	No Charge	No Charge	$200
Cultural/Youth/Educational – Open to community[3]	No Charge	No Charge	$200
Cultural/Youth/Educational - Not open to community	$220	Not available	$200
Commercial or Non-Profit Fundraising	$320	Not available	$200

Name of the Person or organization: _____

Event: _____ Date and time of event: _____

Rehearsal Date/time:___ _____ Décor/Setup Date/Time: _____

Address : _____

Telephone: _____ E-mail: _____

Total Donation : _____ + _____ +_____ + _____ + _____ = _____
K&D Prayer Hall/Services Donation Items Extra Hrs Total

_____ - _____ = _____
Grand Total Deposits or Advance Balance Due

I/we agree to abide by the Articles of Incorporation and By-laws of the Hindu Temple Association of Eastern Iowa. I/we have read guidelines for temple facilities use and agree to follow the instructions listed in the guidelines. We will clean the facility and keep all items and objects in the place they were before leaving the premise.

Organizer's Signature : _____ Date : _____

Please mail completed form and checks (one for deposit, one for reservation) to the address given above after getting the event approved by programs & facilities chair persons. The deposit check will be returned after the event if the facility was not damaged and cleaned thoroughly.

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[1] **After first 4 hours of use, additional hours are charged $75 each. The organizers shall provide all items including cutlery. No cooking is allowed in kitchen. All personal items from refrigerator must be emptied.**
[2] **Add $100 towards audio (Optional) and Add $100 towards Projector (Optional)**
[3] **All donations or funds collected during open to community events would go to Temple Maintenance**