

Facility Reservation Request Form

To schedule use of any of the parish facilities, please complete this form and email to the rectory office at Donna Mohammadi, dmoammadi@stsimon.org. You may also contact the Rectory Office at 650-880-1411 or for questions email Donna.

DATE	
Event	
Room Choice (List all rooms needed for event)	
Alternate Room	
Date Needed	
Time Needed	
Name of Requestor / Name of Event Chairperson	
Phone Number	

Em•U Addeo
