



UTC Campus Recreation

Sport Club Off-Campus Facility Request

This form must be turned in a **minimum of 3 weeks before** the date of the event. Please understand that we do not control the availability of off-campus sites. This form will allow us to contact the facility and begin the process of gaining a Certificate of Insurance and agreements in place.

Club Information

Sport Club Name			
Contact Name		National Governing Body	
Contact Email		Email	
Contact Phone		Phone	

Facility Needs

Type of Facility Needed		If Facility is Secured :			
Specific Dimensions		Agreement Amount		Contact Name	
Surfaces Acceptable		Dates of Use		Contact Email and Phone	
Days, Dates Needed		Address:			
Times Needed		Is Insurance Required for Rental			

Event Information

		Additional Notes:
If Multiple Games/Dates or Times, Please List All Dates	And Times of Use	
1.	1.	
2.	2.	
3.	3.	
4.	4.	
5.	5.	

Potential Locations

- Please list the location you have a verbal agreement with. If having difficulty identifying a space, please research and list possible sites.

	Location Name & Address	Contact Name	Phone and Email
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Places to look for potential facilities:

Sports Commission:

<https://www.visitchattanooga.com/sports/venues/> & <https://playtennessee.org/chattanooga/>

Hamilton County Schools:

<https://hcde.ss18.sharpschool.com/cms/One.aspx?portalId=350278&pageId=698027> Auxiliary Services

Contacts: <https://www.hcde.org/cms/One.aspx?portalId=350278&pageId=1103149>

City Parks and Rec: <https://chattanooga.gov/parks/reservations> (general information) <https://secure.rec1.com/TN/chattanooga-tn/catalog> (reservation form with additional information).

Hamilton County Parks: <https://parks.hamiltontn.gov/27/Community-Parks>