

APPLICATION TO USE THE SONNY WEST CONFERENCE CENTER

Contact Information of Department Requesting a Reservation

Department (Full name):

Program Name and Type:

Contact Name:

Contact Phone — Work:

Cell:

Fax:

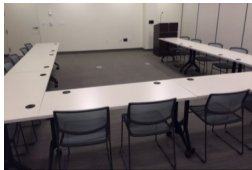
Contact E-Mail:

Expected Number of Attendees:

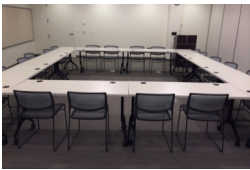
Needs: *A/V Hookup Help* Yes No *Conference Phone* Yes No *Tables for Food* Yes No

List of any food and/or equipment that will be brought into the building:

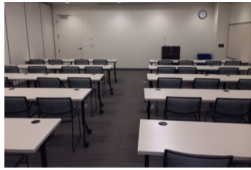
Select Room Setup Configuration



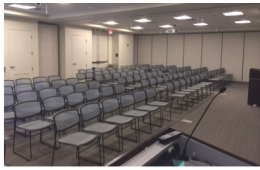
Open Rectangle



Closed Rectangle



Classroom



Auditorium/Theater

Reservation Date(s)

DATE	HOURS	
	FROM	TO

DATE	HOURS	
	FROM	TO

To submit the form manually, or for any questions, please contact Bridget Galvin at 615-862-6034 or bridget.galvin@nashville.gov or Diana Graber Dovenspike at 615-969-6329 or diana.graberdovenspike@nashville.gov.