



**Noyes**  
Museum of Art  
STOCKTON UNIVERSITY

## Gallery Reservation Request Form

*Please complete this form if you are interested in reserving a Noyes gallery space at the Noyes Arts Garage for your upcoming program, event, or meeting.*

*Rental Fee is \$25.00 per hour, non refundable.*

*Rental Fee applies only to events held during normal operating hours, subject to availability (Noyes Arts Garage is open Wednesday through Sunday, 11:00 a.m. to 6:00 p.m.)*

*Checks made payable to Stockton University.*

**Are you a tenant of the Arts Garage?**  Yes  No

**Today's Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **Contact Name:** \_\_\_\_\_

**Company/Organization:** \_\_\_\_\_

**Phone:** (\_\_\_\_) \_\_\_\_\_ **Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Event Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **Event Times:** \_\_\_\_\_ - \_\_\_\_\_

**Event will be:**  One Time Only  Recurring (circle one) Weekly / Monthly

**Event Description:** \_\_\_\_\_

**Anticipated Number of Attendees:** \_\_\_\_\_

**Will there be a fee for the event? If so how much?** \_\_\_\_\_

**Description of Event:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Any other needs/requests for the event or program that we should be aware of?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_