

# USAG BAVARIA MWR SPORTS & FITNESS FACILITY REQUEST FORM

This form must be submitted to the appropriate fitness center 72 hours prior to date of use.

TODAY'S DATE: \_\_\_\_\_ DATE OF EVENT: \_\_\_\_\_

FACILITY REQUESTED: \_\_\_\_\_ BLDG #: \_\_\_\_\_

NAME OF REQUESTOR: \_\_\_\_\_ DSN: \_\_\_\_\_

CELL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

UNIT/ORGANIZATION: \_\_\_\_\_

PURPOSE: \_\_\_\_\_

START TIME: \_\_\_\_\_ ENDING TIME: \_\_\_\_\_ NUMBER OF PARTICIPANTS EXPECTED: \_\_\_\_\_

SPECIAL REQUIREMENTS: \_\_\_\_\_

**Area requested (check one or more). If additional equipment is requested, be specific on times and equipment for event**

**Indoor Facilities: Tower Barracks Fitness Center B170, TB Field House B547, RB MFC B616**

Basketball Court      Half-Basketball Court      Combative Room      Exercise Room/Area

**Tower Barracks Outdoor Facilities:**

Sports Complex: Softball Field #1      Softball Field #2      Softball Field #3      Soccer/Football Field

400 Meter Track      Upper Soccer/Football Field      1-Mile Trail      Other

**Rose Barracks Outdoor Facilities:**

Sports Complex: Softball Field #1      Softball Field #2      Softball Field #3

Little Mike Softball Field      Dragoon Field      Other

**NOTE: THE SPORTS FIELDS ARE NOT TO BE USED FOR COMBATIVE TRAINING OR UNIT PT.**

**If this request is approved, I understand that:**

- a. The Area/facility will be returned in the same condition or better than it was found.
- b. User will remove all trash from the premises prior to departure.
- c. If the basketball court needs to be covered, POC will provide manpower to accomplish this, and the tarp will be swept, wet mopped, and allowed to dry before folding the tarp for storage.
- d. No street shoes will be allowed on any surface past the locker rooms.
- e. The users will provide POC to control their activities, set up and tear down for scheduled activity.
- f. The requestor is responsible for stolen items and damages to the equipment and building.
- g. No consumption of alcoholic beverages or smoking will be permitted in the building.
- h. Unit or Private Organization fundraisers must be approved in advance through CRO USAG.
- i. Provide supplies, paper towels, toilet paper, etc. for the duration of the event.
- j. NCOIC or unit POC MUST clear the building with building staff prior to final departure.

APPROVED/DISAPPROVED

Signature of Requestor      (CDR or 1SG) Org. Manager

DATE AVAILABILITY IS CONFIRMED: \_\_\_\_\_

Community Sports Director / Facility Manager

Chief, Sports & Fitness Operation Branch

Submit form to the following email address: [usarmy.grafenwoehr.imcom-fmwrc.list.sports-and-fitness@army.mil](mailto:usarmy.grafenwoehr.imcom-fmwrc.list.sports-and-fitness@army.mil)