

Outdoor Locker/Equipment Reservation Request

| | | |
|-----------------------|----------------------|-----|
| Event/Reason: | Attendance #: | |
| Reservation Date: | Reservation Time: | |
| | FROM: | TO: |
| Primary Contact Name: | | |
| Work Phone: | Cell/Personal Phone: | |
| Email Address: | | |
| Unit Name: | | |

Outdoor Locker/Equipment Request

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> Camp Kinser | <input type="checkbox"/> Camp Courtney |
| <input type="checkbox"/> MCAS Futenma | <input type="checkbox"/> Camp Hansen |
| <input type="checkbox"/> Camp Foster | <input type="checkbox"/> Camp Schwab |

What is the equipment being used for? Please be detailed in your response.

Is this event being sponsored? If “yes” provide details.

Is this a community relations event? If “yes” provide details.

Are you planning on bringing any equipment? If “yes” please list.

11/5/2025

Initial

___ I understand that upon leaving the reserved location, I am responsible for policing the area and surrounding grounds, placing all trash in the proper receptacles.

___ I will be held responsible for property items returned unserviceable or incomplete, and will be responsible for replacement.

___ I will be held liable to pay the item(s) at cost if lost, stolen, or damaged beyond repair.

Stolen item(s) should be reported to the Provost Marshall's office and installation Athletic Fitness center immediately.

___ If damages occur to the Center, Locker, or equipment during the time of reservation, the individual will forfeit the privilege to reserve the above in the future.

___ I understand that NO GLASS BOTTLES / CONTAINERS are allowed on the premises of the reserved location.

___ The individual reserving the Locker or equipment will be held financially responsible for any special maintenance, repair, or cleaning resulting from the specific event or activity.

___ Marine Corps Community Service (MCCS) will not be held responsible for any lost, stolen, or damaged property belonging to the members utilizing the facilities being rented.

___ Individuals participate at their own risk and assume responsibility for their own health and safety.

___ Marine Corps Community Service (MCCS) is not liable for injuries sustained during participation.

___ MCCS Health Promotion reserves the right to cancel, postpone, or alter arrangements for any event if necessary.

___ I have read, understand, and will comply with the above terms and conditions.

I, the undersigning requestor, understand and agree that I shall be the on-site person responsible for my group. I further agree that I have read all the Rules and Regulations on this page, and as the responsible individual, will ensure that all said rules will be followed by my group.

Signature

Date

For Office Use

Reservation

Staff Signature &

11/5/2025