

# William Clark Chamberlin Equestrian Center (WCCEC)

P.O. Box 112195 (3900 Abbott Road)

Anchorage, AK 99511 (907) 522-1552

[www.anchoragehorsecouncil.org](http://www.anchoragehorsecouncil.org)

## 2008 Facility Use Application Today's Date \_\_\_\_\_

Date of Event/Activity \_\_\_\_\_ Name of  
 Event/Activity/Clinician \_\_\_\_\_ Applicant  
 Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Is a temporary Guest Membership required? If so, see 2008 WCCEC Facility Info & Rates for further details and instruction.

Check if Needed		Requested Dates	Requested Times	Rate	Total
Main Arena					
Tozier Western Arena					
Dressage Arena					
Schooling Arena					
Dressage Schooling Arena					
Row Stalls (How many?)					
End Row Stalls (How many?)					
Arena Jumps (including tractor/trailer/driver for moving jumps)					
Portable Dressage Arena					

Total Fees: \$ \_\_\_\_\_  
 Deposit (25%) \_\_\_\_\_  
 Balance Due \_\_\_\_\_

**Instructions:**

- Complete form, using attached *WCCEC 2008 Facility Information and Rates*.
- Only facilities/equipment/services requested will be reserved. Other users may be granted use of any facility not requested.
- Fill out separate form for each event to be scheduled.
- Enclose required deposit with completed application. Application will not be processed without deposit.
- **Deposits are non-refundable if event is cancelled**, although may be transferred to an alternate date, subject to availability.
- **Full payment for facility rental immediately becomes due if event is cancelled less than 14 days prior to the scheduled date.**
- If application dates cannot be reserved due to a scheduling conflict, written notification and deposit refund will be provided as soon as possible. If you re-apply for different dates, your re-application will be processed according to the postmarked date on the re-application.
- In order to **finalize and confirm** application, the attached *WCCEC 2008 Facility Use Agreement* must be completed and sent to the address on this form **NO LATER THAN APRIL 15, 2008**. Failure to do so will result in loss of reserved dates and forfeiture of deposits.
- Make checks payable to AHC or call for credit card processing.
- Mail to: P.O. Box 112195, Anchorage, AK 99511 "Attention: 2008 Facility Scheduling Manager."

**Attachments:** WCCEC 2008 Facility Information and Rates, Facility Use Agreement, Rules & Requirements