

Bureau for Exceptional Children and Adults

537 Northampton Street, PO Box 1039, Holyoke, MA 01040

Tel: 413-538-7450 ♦ Fax: 413-536-5691

CHURCH EQUIPMENT USE ADDENDUM

Max Capacity 300 – Handicap accessible

Name of Organization/ Group: _____

Contact Name: _____

Phone #: _____

Date(s): _____

Fax #: _____

Please check the box indicating the equipment needed for your rental date, and indicate quantities when applicable:

- 250 Chairs
- 6 Large rectangular table & (Upon request 5 round table)
- 36 cup coffee pot
- 100 cup coffee pot
- Small Kitchen & Sink
- microphone
- Overhead projector
- Large projection screen
- CD player
- Women's & Men's Restrooms
- Eucharistic Liturgy
 - (the Celebration Center has all you would need to hold your own Liturgy)
 - Hosts
 - Wine
- Other (If additional equipment is needed, please call for availability)

Please note Alter and Chapel are not available for use.