

**Girl Scouts of Washington Rock Council Inc.**  
201 Grove Street East  
Westfield, NJ 07090  
908-232-3236  
contact@gswrc.com  
www.westfieldnj.com/girlscouts

## Facility/Meeting Place Informational Sheet

Name of Establishment: \_\_\_\_\_

Location/Full Address (if known): \_\_\_\_\_

Contact Person: \_\_\_\_\_

His/Her Contact Information: \_\_\_\_\_ (phone) \_\_\_\_\_ (email)

### Location Information

Estimated Capacity \_\_\_\_\_

Is this facility	Indoor	Outdoor
Does it have	Its own parking lot	Street parking
Kitchen	Yes	No
Is there a rental fee?	Yes	No
If so how much?	_____ per hour/per day	

Is this a high-use facility (i.e. is it used for regular monthly meetings and events) Yes No

Do other not for profit agencies use this facility Yes No Not Sure

### Your contact information

Name: \_\_\_\_\_

Service Unit: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please return this form to Ross Blacker at the Council Service Center. Please contact Ross if you have any questions.

