

# DEPARTMENT OF DANCE

## Studio Reservation Form

Studio reservations will be confirmed based on availability. All reservations must be submitted no later than noon on Thursday of the previous week, last minute reservation will not be accepted.

**Please note that your reservation is not confirmed until this form is submitted and your reservation(s) appear on the calendar.**

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

ID#: \_\_\_\_\_

Today's Date: \_\_\_\_\_

### STUDIO RESERVATION DETAILS

Reservations will be assigned based on availability therefore we highly advise you select at least two studios in case your first choice is not available. **ALL** dance majors can reserve up to 4 hours of studio space in 2-hour increments Monday through Friday. You may submit up to two time slots per request, this will expedite the process.

Reservation Date:

Reservation Date:

Reservation Time:

Reservation Time:

Studio Preference (select all that apply):

Studio Preference (select all that apply):

PSTU 1100

DS 120

PSTU 1130

DS 128

PSTU 1140

STU4 201 (loft)

PSTU 1100

DS 120

PSTU 1130

DS 128

PSTU 1140

STU4 201 (loft)

Have you been assigned a key card?      Yes                  No

PROJECT NAME:

If not, please plan to pick up a card in MAB 201 during regular business hours.