



UNC DEPARTMENT OF CAMPUS RECREATION

Private Fitness Class Request Form

This form must be completed and returned NO LATER THAN 10 BUSINESS DAYS PRIOR TO THE SCHEDULED EVENT. Please note that the completion of this application does not guarantee approval.

GROUP OVERVIEW:

Group Name: _____ Group Size: _____

Group Type (Res Hall, Student Org, Department, etc.): _____

GROUP CONTACT:

Primary Contact Name: _____

Primary Contact Number: _____ Email: _____

BILLING CONTACT: *If different than primary contact, please provide the contact information for the person responsible for payment*

Billing Contact Name: _____

Billing Contact Number: _____ Email: _____

DAY/DATE/TIME PREFERENCE: *(List the day, date, and time you would the class to be held)*

Option 1:	Day _____	Date _____	Time _____
Option 2:	Day _____	Date _____	Time _____
Option 3:	Day _____	Date _____	Time _____

TYPE OF CLASS: *Please indicate the type of class you would like (i.e. Yoga, Zumba, Pilates, Kickboxing, etc.)*

INSTRUCTOR PREFERENCES:

_____ None _____ Male _____ Female

LOCATION & EQUIPMENT NEEDS:

Do you have an on-campus space reserved?

_____ YES > Building _____ Room #: _____

_____ NO > Space requesting in Campus Recreation: _____

Does the room have a sound system? *(Please note: speakers will need to be provided for the class)*

_____ YES _____ NO

Do you need equipment provided? _____ YES _____ NO

If yes, please indicate the type _____ and quantity _____

SPECIAL CONSIDERATIONS/ADDITIONAL INFORMATION:

PRICING INFORMATION:

Instructor/Class Rate : _____ Student Group = \$40/hour _____ Non-Student Group = \$50/hour

Facility/Equipment Rental : http://campusrec.unc.edu/facilities/facility_fees.pdf

Equipment Usage : *There could be a charge for equipment rental depending upon the amount/type of EQ*

PAYMENT DETAILS

- Full payment is due 24 hours in advance of the scheduled class
- Credit/Debit is NOT accepted
- Invoice will be sent by Lauren Mangili, please contact her with any billing question at lmangili@email.unc.edu