Events and Conference Center Reservation Inquiry

This form tells us you are inquiring about reserving the Ebbs Chapel Events and Conference Center and provides basic data to us so we may begin responding to the needs for your event or conference. We will contact you in response to this inquiry or you may contact us using the contact information at the end of this form.

Your Name:					
Your Address:					
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Your Email Address:					
Your phone#	Landline:			Cell:	
Do you prefer co	ontact by:	email;	land	line;	cell
Do you represent a business or organization: Yes;				Yes;	No
If so, the name of business or organization:					
Information About Your Event:					
Name of your event:					
Number of people you anticipate attending your event:					
Briefly describe the purpose of your event (Why are you bringing these people together?)					
Name of person in charge of event:					
Proposed Date(s) of Event:					
Time for Setup to begin:					
Time for Event beginning:					
Time you anticipate relinquishing the Events Center:					

Please indicate your initial estimate of your needs for a successful event:

Large Meeting/Dining Room

Kitchen To prepare meal; For caterers

Our Audio Sound System

Our tables. Estimated number

Our chairs. Estimated number

Small Meeting room(s)

Performing Arts Center Auditorium

Thank you for your interest in our facilities. We will contact you via the method you indicated above to discuss your program.

If you have questions about our facilities or our questions above are unclear consult the information form on our website or contact us via the method below for answers or more information.

Please save this form on your computer and email the completed form to us at the email address below. EbbsChapelCommunityCenter@gmail.com

Or print the form on your printer and mail to:

Marsha Boyd, 1601 Smith Creek Road, Mars Hill NC 28754.