Candle Approval Form

Organization Name: _____________________________ Date: ____________

The above organization has been approved to use candles for the following events:

Event: __________________________________________________________

Date/Time: ________________ Location: ________________________________

Candles must be in a candle holder. They must be stationary on a table covered with a tablecloth. The organization is responsible for any wax dripping on the furniture or carpet. They will be responsible for the clean-up and any fees associated with the clean-up.

________________________________________  ________________________
Organization Date

________________________________________  ________________________
Reynolds Center Director Date

Copy to: Organization President
Organization Advisor
Reynolds Center