



2711 Carpenter Road
 Ann Arbor, MI 48108
 734.975.2745 (p)
 734-975-4540 (f)

Name of proposed class:	
Name of applicant/organization:	
Address:	phone:
Name and phone number of person/officer financially responsible (if different from above)	
Name & email address of instructor or on-site representative for this function:	
Dates requested:	Time:
This is a: weekly monthly one-time event	
Estimated number of persons to attend (Max 25):	
Meeting Title for Lotus Center Events Lobby Sign:	
Is this class open to the public?	
If you would like your class listed on The Lotus Center website, please provide information below including a brief class description, instructor name (& bio if you'd like) & cost	

Payment is required 2 weeks in advance to reserve the classroom. All checks should be made out to The Lotus Center of Ann Arbor, LLC. Mastercard and Visa are also accepted. No payment is due until Rental Agreement has been signed by both parties. **Cancellation policy:** 3 week's notice is required to receive a refund or credit for a cancelled class.

Fees are as follows:

- \$15.00 per hour (billed in 1 hour blocks only)
- \$50.00 for 4 hours
- \$100.00 for full day

Please submit signed application no later than 2 weeks prior to requested start date. You will be notified within one week regarding the status of this application. If you have any questions, please email Amy Burris - aburris@tlcaa.com.

The applicant understands and agrees that the Lotus Center of Ann Arbor shall have the right to exercise its discretion to grant or deny applicant permission to utilize the classroom.

Signed _____ date: _____
 (applicant)

