



## BASF RESERVATION CANCELLATION FORM

FAX # 623-582-5317

USER GROUP NAME: \_\_\_\_\_

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ FAX: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**FOR OFFICE USE ONLY: DATE RECEIVED: \_\_\_\_\_ BY: \_\_\_\_\_**

**DATE CANCELLED: \_\_\_\_\_**

NOTE: IF YOU FAIL TO CANCEL YOUR RESERVATIONS **7 DAYS IN ADVANCE**, YOU WILL BE CHARGED A CANCELLATION FEE OF \$45.00 FOR HALF DAY RESERVATION AND \$75.00 FOR A FULL DAY RESERVATION.

DATE(S) TO CANCEL: \_\_\_\_\_

RANGE/BUILDING TO CANCEL: \_\_\_\_\_