



Facility Use Application for WELTON & MARY LOWRY GUEST HOUSE

Revised 1008

Organization Making Application _____

Person Responsible _____ Phone _____

Purpose of Use _____

Arrival Date _____

Arrival Time _____

Departure Date _____

Departure Time _____

Names of Guest Residing at Welton & Mary Lowry Guest House

Phone _____

Cleaning Services Required Daily Twice a week Upon departure

GUIDELINES FOR USE

The Lowry Guest House is for individuals/groups visiting UNC Pembroke for less than two weeks. The facility has two bedrooms: one master bedroom with queen-size bed and one bedroom with twin beds. It is fully furnished and equipped with a full-kitchen including dishes, silverware, cooking utensils, microwave, coffee maker, toaster, linens, etc.; washer & dryer and study with computer connection. The Lowry House is a smoke-free facility. **Do not rearrange rooms.** Usage will be on a first-come, first-serve basis. Applications/reservations must be received in the Office of Student Affairs at least seven (7) days prior to use.

Signed _____ Date _____
Applicant

Approved _____ Date _____
Vice Chancellor of Student Affairs