

Facility Usage Petition for Health Fair

Date: [Insert Date]

To: [Facility Manager's Name]

[Facility Name]

[Facility Address]

Dear [Facility Manager's Name],

We, the undersigned, are writing to formally request the use of [Facility Name] for our upcoming Health Fair scheduled on [insert date(s)]. This event aims to promote health awareness and provide essential health resources to the community.

The Health Fair is expected to draw approximately [insert number] attendees, including local healthcare providers, volunteers, and community members. We believe that [Facility Name] would be an ideal location due to its accessibility and facilities that can accommodate our activities.

We are seeking permission to use the facility for the following dates and times:

- [Date 1] - [Time]
- [Date 2] - [Time]

We assure you that all necessary precautions will be taken to uphold safety standards and maintain the cleanliness of the facility. We will provide a detailed plan regarding event logistics, setup, and breakdown as required.

Thank you for considering our request. We look forward to your positive response and hope to partner with you in promoting health and wellness in our community.

Warm regards,

[Your Name]

[Your Title/Position]

[Organization Name]

[Contact Information]

Signatures:

[Signature 1] - [Name 1]

[Signature 2] - [Name 2]

[Additional signatures as necessary]