



## Studio Scheduling Form

Name \_\_\_\_\_ Today's Date \_\_\_\_\_

Studio Requested (**CHECK ONE**)      Studio A      Studio B

**Times Requested: (1 Hour Block Minimum - 3 Hour Block Maximum)**

• Primary Date and Time \_\_\_\_\_

• If primary time is unavailable:

Alternate Date and Time 1: \_\_\_\_\_

Alternate Date and Time 2: \_\_\_\_\_

• Session Details / Reason for Session:

**All times must be scheduled 1 week in advance. Times are scheduled on a first come-first serve basis - submit your studio requests as early as possible.**

**All forms for the following week must be turned in by 4pm on the Friday before.**

### Studio Hours

**Monday - Thursday: 8am - 10 pm**

**Friday: 8 am - 11 pm**

**Saturday: 9am - 4pm**

**Sundays: 9am - 11pm**