



COMMAND RESERVATION FORM

* Effective June 1, 2020, all reservations must be emailed to chafeereservation@gmail.com, please print all information clearly.

Name of CFL, ACFL or Command PT Point of Contact: _____

Email: _____ Telephone Number: _____

Command/Unit: _____ Date(s) Requested: _____

Start Time: _____ End Time: _____ Number or Participants: _____

Group Exercise Room is reserved for commands with 30 or less participants. NOFFS Zone is reserved for commands with five-20 participants and MWR Fitness Leader is required.

<u>AREA</u>	<u>INDOOR EQUIPMENT</u>	<u>PRT SPECIFIC</u>
<input type="checkbox"/> Basketball Courts	<input type="checkbox"/> Dodgeball	<input type="checkbox"/> Basketball Court __ Full __ 1/2
<input type="checkbox"/> Racquetball Courts	<input type="checkbox"/> Circuit/Strength Equip.	<input type="checkbox"/> Bikes
<input type="checkbox"/> Wallyball (minimum 10 people)	<input type="checkbox"/> NOFFS Bands	<input type="checkbox"/> Treadmills
<input type="checkbox"/> Volleyball (minimum 10 people)	<input type="checkbox"/> Cones	<input type="checkbox"/> Group Exercise Room
<input type="checkbox"/> Group Exercise Room		<input type="checkbox"/> Track __ Secured __ Non
<input type="checkbox"/> Cycling Room	<u>OUTDOOR EQUIPMENT</u>	<input type="checkbox"/> Pool Lanes
<input type="checkbox"/> Track	<input type="checkbox"/> Softball	
<input type="checkbox"/> TRX Outside Box	<input type="checkbox"/> Flag Football	
<input type="checkbox"/> Outdoor Grass Field	<input type="checkbox"/> Soccer	
<input type="checkbox"/> Pool	<input type="checkbox"/> Cones	
<input type="checkbox"/> NOFFS Zone		

PRT SPECIFIC RULES: The pool may provide one-two lanes, and must be booked during pool hours of operation. The indoor track only has two lanes and it is not optimal for running PRT. Large groups must run in multiple waves and account for this in your time request. It is highly recommended to book the Naval Academy Prep School (NAPS) Outdoor Track by contacting the NAPS Athletic Director.

MWR FITNESS INSTRUCTOR: Please fill out any specific information. _____

MWR INSTRUCTOR GUIDELINES: All commands may schedule a class led by an MWR Instructor. MWR needs a minimum of seven days to process requests for instructor-based classes to ensure an instructor can be scheduled. Forms may be submitted two-four weeks prior to the requested date. Ten person minimum is required. You can pick from any group exercise, yoga or NOFFS format. Some specialty classes, such as Yoga, may depend on instructor availability.

RESERVATIONS: Are on a first come, first served basis and are not guaranteed until a MWR Fitness Representative confirms or it is posted in the google weekly calendar. There is a 24 hour turnaround time for confirmation requests received Sunday through Thursday and 72 hours for requests received Friday, Saturday or the Sunday prior to a Monday Holiday. PRT reservations are accepted eight - ten weeks prior to PRT date. Organized non-sport command physical training sessions are accepted up to four weeks in advance. There are no civilian court reservations.