



# Hindu Temple of Arizona

(A non-profit organization)



## Application for Request of HTA Services

### **PART A – APPLICANT INFORMATION:**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_

Home Tel: (\_\_\_\_) \_\_\_\_\_ Email Address \_\_\_\_\_

### **PART B – EVENT TYPE AND ASSOCIATED DONATION :**

Check all that apply:

Newborn Child Blessing	\$101	<input type="checkbox"/>	Engagement	\$301	<input type="checkbox"/>
Namkaran Sanskar (Naming the Child)	\$201	<input type="checkbox"/>	Wedding	\$451	<input type="checkbox"/>
Mundan Puja (First Hair Cut)	\$201	<input type="checkbox"/>	Graduation	\$101	<input type="checkbox"/>
Vidya Arambh (Start of School)	\$51	<input type="checkbox"/>	Birthday Puja	\$101	<input type="checkbox"/>
Karna Chhedan Puja (Ear Piercing)	\$51	<input type="checkbox"/>	Bhoomi Puja	\$201	<input type="checkbox"/>
Ganesh Puja (Starting New Things)	\$201	<input type="checkbox"/>	Graha Pravesh	\$201	<input type="checkbox"/>
Graha (Planetary) Shanti	\$101	<input type="checkbox"/>	Car Puja	\$51	<input type="checkbox"/>
Prasad Sponsorship	\$101	<input type="checkbox"/>	Havan	\$201	<input type="checkbox"/>
Puja Sponsorship	\$101	<input type="checkbox"/>			
Abhishek	\$101	<input type="checkbox"/>	Satyanarayan Katha	\$101	<input type="checkbox"/>
Udayapana	\$101	<input type="checkbox"/>	Antim Sanskar (Last Rites)		<input type="checkbox"/>
Shradha	\$101	<input type="checkbox"/>	Puja Samagri	\$51	<input type="checkbox"/>
Wedding Mandap Rental (No Decor)					
(Life members and up)	\$251	<input type="checkbox"/>	Non Members	\$351	<input type="checkbox"/>

### **PART C – EVENT DETAILS:**

Date Of Event, From: \_\_\_\_/\_\_\_\_/\_\_\_\_ Location of Event: \_\_\_\_\_ At the temple \_\_\_\_\_ Other  
(Month) (Day) (Year)

\_\_\_\_\_  
(If Other, Specify Location)

Requested Starting Time: \_\_\_\_\_ AM/ PM; Ending Time: \_\_\_\_\_ AM/ PM;

### **PART D – FOR HTA USE ONLY:**

Disposition: \_\_\_\_\_ Check or Cash Received: \_\_\_\_\_

Date: \_\_\_\_\_ Requestor Notified on: \_\_\_\_\_

## Hindu Temple Of Arizona

3019 North Hayden Road. Scottsdale AZ 85251-6616

Telephone: (480) 874-3200

Visit us at <http://www.hindutempleaz.org/>

Revised on 3/14/03



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## Steps for Requesting Service from Hindu Temple

1. Call Hindu Temple to check if the requested event can be accommodated at the desired time and location. The requests are accommodated based on availability on first come first served basis.
2. Complete the request for service form in its entirety at least 21 days prior to the event, and submit it to Temple Priest along with the suggested donation amount. If checking out items, please realize that Hindu Temple can charge for any damage to the items.
3. The Hindu Temple will notify the requestor within one week of the receipt of request, if the event is confirmed. Temple Priest should check to ensure there are no conflicts with existing events.
4. Hindu Temple can accommodate more urgent requests also, based on availability.
5. Since the events are scheduled on first come first served basis, without a completed application and the donation amount, the event timing may not be guaranteed.
6. If the event is changed/ canceled for any reason, a full refund will be made up to one week prior to the event. After that partial refund may be granted at the discretion of Hindu Temple.
7. In case of any change in schedule, please notify the temple immediately to cancel or reschedule the event.
8. If for any reason, Hindu Temple cancels the event, it shall make efforts to for an alternative arrangement for the event. If an alternated arrangement can not be accommodated by Hindu Temple or the requestor, a full refund the donation amount shall be made.
9. It is suggested that there be a separate donation for each multiple events performed at the same location. An example would be Sunday Puja which is sponsored by multiple devotees.
10. Hindu Temple shall provide a list of needed ingredients for the event and requestor may make their own arrangements for making them available, or order it through Hindu Temple at the specified cost. These ingredients include basic items for performing the puja. Prasad and special items for specific pujas are not included.
11. The donations level listed in this form are for events scheduled by individual devotees. HTA adopts different donation levels for scheduled events at the Temple and those may be different from the donation scheduled listed in this application.
12. If the requested event is not covered in this form, or you need any further information, please contact Hindu Temple at the 480-874-3200.
13. Temple Priest is responsible for getting the form filled and needs to deposit in Hundi for Treasurer processing. Also, the Inventory Log Book needs to be updated to reflect the current status if items being checked out.
14. Temple Priest issues a receipt acknowledging the donation received and deposits in the Hundi. After return of the item, the Inventory Log Book needs to be updated.

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