



The Palms Resort
Villas • Casitas • RVs

2026-2027 PALMS EVENT REQUEST FORM

REQUESTED EVENT

Event Date Requested:		Event Title :	
Alternate Date 1:		Requested By :	Lot # :
Event Time:	Set Up:	Start Time:	End Time:
Set Up Time Needed		Contact Number / Email :	

EVENT DETAILS

Ballroom ☐	Cafe 55 ☐	Pool Area ☐	Game Room ☐	Chapel ☐	Owner's Lounge ☐
Party ☐	Music ☐	Meal ☐	Reception ☐	Poolside ☐	Fundraiser ☐
Other :					

NEEDED ITEMS

Ballroom Chairs ☐	Tablecloths ☐	Folding Chairs ☐	Other :
Round Tables ☐	Audio Visual ☐	8 Ft Rectangle Tables ☐	

ADDITIONAL

Cabana Full Bar ☐	Cabana Wine ☐	Cabana Beer ☐
Set Up Crew Needed ☐	Catering In House Staff ☐	Other :

Additional information :

Please note: we will only assist with event set up if requested and volunteers are available.

OFFICE USE :

Distribution List	Activities Office ☐	Cafe 55 ☐	Cabana ☐	General Manager ☐
Event Approved:	Date	Calendar ☐		
Event Rejected:	Reason:	Notified Requestor ☐		



SUBMIT COMPLETED FORM

Clicking this button will open your email application with the completed form attached.

Send the email to: social.committee@yumapalmsrvresort.com