



# Showmobile Rental Request Form

Fill in Form with all Required Information | Print and Return To:

Parks & Recreation Office, 2707 Arena Drive NE, Willmar

Phone: (320) 235-1454 | Email: [parksandrec@willmarmn.gov](mailto:parksandrec@willmarmn.gov)

Today's Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Representing: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time of Event: \_\_\_\_\_

Requested Setup Day: \_\_\_\_\_ Requested Takedown Day: \_\_\_\_\_

Requested Setup Time: \_\_\_\_\_ Requested Takedown Time: \_\_\_\_\_

### Showmobile Specs and Details

Open Dimensions: 16 ft. deep by 28 ft. wide | With Staging Set-up: 24 ft. deep by 32 ft. wide.

Steps may be positioned on any part of the stage

**Exact Location Showmobile is to be placed and Direction Showmobile should be facing [Be Specific]**

\_\_\_\_\_  
\_\_\_\_\_

Additional Information: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

We, the users, understand that we assume full responsibility for any damage, theft, or loss to said unit and its accessories between the time the City completes setting it up and the time the City takes it down.

Signature \_\_\_\_\_

Agency Name \_\_\_\_\_

Date \_\_\_\_\_

*This Space for Office Use only*

**Fee Schedule:**

**Per Day Cost:**

Not for Profit

\$215 (includes tax) plus staffing costs

For Profit

\$500 (includes tax) plus staffing costs

Staffing Costs

Typical setup and takedown range \$80 - \$180 per hour

*Cost depends upon setup requested [Showmobile with staging attached requires more staff and time to set up].*

**Comments**