



Facility Rental Application- Single Event

Date of Event _____ Arrival Time _____ End Time _____

Name of Host & Organization _____

Address of Host _____ City _____

Email Address _____

Cell Phone _____ Alternate Phone _____

Work Phone _____ **Deposit** Park \$100

Type of Event _____ Community Room \$300

Attendance Min _____ Attendance Max _____ Other \$_____

Alcohol Waiver Needed Yes No NA

Deposit Paid On _____

Recieved By _____

Facility	Rate			Hours Requested	Sub Total
	Resident	Non-Resident	Other:		
Community Room	\$100 per hour	\$125 per hour			
Community Room Setup/Cleaning Fee	\$100 Flat Fee	\$100 Flat Fee			
Projector	\$35 Flat Fee	\$35 Flat Fee			
Audio	\$25 Flat Fee	\$25 Flat Fee			
Kitchen	\$100 Flat Fee	\$125 Flat Fee			
Meeting Place	\$20 per hour	\$25 per hour			
Meeting Place Setup/Cleaning Fee	\$30 setup/cleaning fee	\$30 setup/cleaning fee			
Conference Room	\$5 per hour	\$10 per hour			
Council Chambers	\$5 per hour	\$10 per hour			
Council Chambers Setup/Cleaning Fee	\$30 setup/cleaning fee	\$30 setup/cleaning fee			
Dance Studio	\$25 per hour	\$30 per hour			
Fitness Room	\$15 per hour	\$20 per hour			
Municipal Park	\$50 per hour	\$100 per hour			
Electricity in Park	\$20 flat fee	\$20 flat fee			
Goldengate Park	\$30 per hour	\$75 per hour			
Sarrackwood Park	\$20 per hour	\$50 per hour			

Balance Due by _____ **Total Due** _____

Payment History
(date, method, amount, staff initials)