

# Town of Spiritwood

## SPIRITWOOD CIVIC CENTRE TABLE AND/OR CHAIR RENTAL AGREEMENT Schedule D

Name of Group: \_\_\_\_\_

Contact for Group: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number(s) at work \_\_\_\_\_ home \_\_\_\_\_ cell \_\_\_\_\_

Dates of rental: \_\_\_\_\_

Rates:

<input type="checkbox"/>	Tables ... \$15 / table X _____ tables for agreed upon rental duration =	\$ _____
<input type="checkbox"/>	Chairs .... \$2 / chair x _____ chairs for agreed upon rental duration =	\$ _____

Subtotal =	\$ _____
PLUS DAMAGE DEPOSIT =	\$ 100.00
Receipt #: _____ <b>TOTAL =</b>	\$ _____

The Group will pick up the tables and / or chairs on: \_\_\_\_\_ at \_\_\_\_\_

The Group will drop off the tables and /or chairs on: \_\_\_\_\_ at \_\_\_\_\_

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

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

Every effort will be made to comply with these dates and times so as not to inconvenience any town staff that will have to be present for access to storage where tables and/or chairs are kept. If this can't be facilitated at dates and times stated, alternate arrangements must be made as soon as possible to accommodate the request. If the group does not comply with this request then an administrative fee of \$50 will be charged and applied to any damage deposit refund.

For return of the damage deposit, once verified by the Town Official after the rental, to whom do you what the cheque returned to: \_\_\_\_\_

and mailed to address: \_\_\_\_\_

\_\_\_\_\_  
Signature of Contact Person

\_\_\_\_\_  
Date

\_\_\_\_\_  
Town Official