



## Boardroom Rental Application

Applicant (Name of Organization): \_\_\_\_\_

Person Applying: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

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

Nature of Function/Event: \_\_\_\_\_

\_\_\_\_\_

Date(s) of Function/Event: \_\_\_\_\_

\_\_\_\_\_

Hours Required: \_\_\_\_\_

Use of TV/Audio required:  Yes  No

Non-Profit Organization:  Yes  No

(Rental Rate: \$25.00/hr to a maximum of \$200.00/day)

**Signature:** \_\_\_\_\_