

Effie Yeaw Nature Center

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User Agreement for Effie Yeaw Nature Center Assembly Building and/or Facilities Rental

This agreement is to be signed by the person(s) representing the agency, business, organization or special event that is renting one – three rooms in the Effie Yeaw Nature Center Assembly Building and facilities. **This Agreement must be filled out to confirm your reservation.** This form must be signed by an adult 21 years of age, accepting all responsibility as an individual or as a representative for a group. This Agreement will be pending until the deposit is paid and any necessary Special Use Permits are received.

Organization: _____

Name of Contact: _____

Full Address: _____

Phone #: _____ **Alternate Phone:** _____

Tax Exempt # (if non-profit): _____

Date of Event: _____ **Event Hours:** _____

Type of Event: _____

Number of Participants: _____ **Number of vehicles expected:** _____

I have read and understand “ASSEMBLY BUILDING RENTAL & EVENT POLICIES” and agree to be responsible for control and supervision of attendees to this event and all other policies described therein:

Print Name

Date

Signature

- Will alcohol be served? Yes No
- Will you be using A/V equipment? Yes No
- Will you be using amplified sound equipment? Yes No
- Will you have an outside caterer? Yes No
- Will you need kitchen access? Yes No

Describe the set-up (chairs/tables, etc.) and/or other requirements for the event:

Print Name

Date

Signature

For EYNC Only

Print Name

Date

Signature

Deposit Amount: \$ _____ **Date Paid:** _____ **Payment Due Date:** _____