

# BriarPatch Co-op Community Room Rental Agreement

Please fill out this form completely and fax or return to BriarPatch at least one week in advance of your rental date. Early reservations are recommended.

Organization \_\_\_\_\_

Contact person \_\_\_\_\_

Contact phone \_\_\_\_\_ email \_\_\_\_\_

Date(s) you want to use the room \_\_\_\_\_

Start time \_\_\_\_\_ End time \_\_\_\_\_ (Please include your set-up and clean-up time.)

Briefly describe nature of your meeting(s) \_\_\_\_\_

Number of persons expected to attend \_\_\_\_\_ (34 is the maximum)

Will you be charging an admission fee for attendance? y/n \_\_\_\_\_ If so, \$ amount \_\_\_\_\_

Contact person for registration \_\_\_\_\_ phone \_\_\_\_\_

Will your group be visiting the food bar at a scheduled time? y/n \_\_\_\_\_ Time \_\_\_\_\_

Will you be arranging catering service with the Deli manager for your event? y/n \_\_\_\_\_

Please contact the Deli Manager to arrange for catering.

Thank you for your responsible use of this community resource. BriarPatch and the manager-on-duty reserve the right to ask any user to leave if they are in violation of the conditions and responsibilities outlined in this policy, or if the user's activities pose a threat to the safety of shoppers or are in violation of the law.

By signing this agreement, I agree to hold BriarPatch Co-op harmless from any liability for damage, loss or destruction of property or injuries to any persons. Any claims for such loss, damage, or injury are waived by signing this agreement. I agree to accept responsibility for any damage occurring to the BriarPatch Community Room or its contents during use or as a result of such use, and will bear the full cost of repair, including replacement, if necessary.

I agree to the conditions outlined in the BriarPatch Community Room Rental Policy and Application/Agreement.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Fee(s) Paid \_\_\_\_\_

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