



# COMMUNITY BUILDING RENTAL AGREEMENT

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_

ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

NAME OF ORGANIZATION (IF APPLICABLE): \_\_\_\_\_

REQUESTED DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ TO: \_\_\_\_\_

ROOM REQUESTED (SEE RULES AND REGULATIONS FOR FEE SCHEDULE AND ROOM DETAILS):

- SUNFLOWER (INCLUDES KITCHEN)
- COTTONWOOD
- BOTH COTTONWOOD & SUNFLOWER (INCLUDES KITCHEN)
- MEADOWLARK
- BISON (ONLY AVAILABLE ON WEEKNIGHTS & WEEKENDS)
- HORNET (ONLY AVAILABLE ON WEEKNIGHTS & WEEKENDS)



EXPLAIN THE NATURE OF THE PROGRAM OR ACTIVITY FOR WHICH THE FACILITY WILL BE USED:

EXPECTED TOTAL ATTENDANCE: \_\_\_\_\_

**TO BE COMPLETED BY OFFICE: RENTAL FEE: \_\_\_\_\_**

I AND THE MEMBERS OF MY ORGANIZATION/GUESTS AGREE TO ABIDE BY THE REGULATIONS COVERING THE USE OF THE COMMUNITY BUILDING AS ATTACHED.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_