

**Samish Island Community Center, Inc.**

**Off-Site Equipment Rental Agreement**

Mailing address: P.O. Box 268, Bow, WA 98232

Location address: 11292 Blue Heron Rd.

1. **Equipment rentals must be scheduled in advance.** Tables, Chairs, Tablecloths are available only when the Community Center is not rented.
2. **Note:** If the total rental fee for tables, chairs and tablecloths is more than the rental of the Community Center, consider renting the community center for the day instead (this would require a certificate of insurance from your homeowner's insurance, a refundable damage deposit and filling out the Community Center rental form).
3. **The following electronic equipment is available for rent:**  
 Epson EX3210 LCD Projector for laptops  
 Bose L1 Compact Portable PA Sound System
4. **To avoid additional daily charges,** all equipment must be returned to the Community Center by the date specified, or returned to the rental agent at the time specified in the contract.
5. **The Renter will save and hold harmless the Samish Island Community Center, Inc.** from any injury to any person or any loss or damage to any property caused by, or resulting from any act or omission of the user, or any officer, agent, employee, guest or visitor in the use of SICC equipment.
6. **Agreement of Terms of Rental:** By signing this Center Equipment Rental Agreement below, the Renter agrees to these terms of rental. The individual signing the Rental Agreement will be directly responsible for the adherence to this agreement. If items are lost or returned damaged, the renter will be charged the replacement value of the item(s).
7. **Send this completed form** with your check(s) to the P.O. Box listed above.
8. **Amounts Due** are as follows:

Item	Rental Fee				Deposit		
	Daily Rate	Quantity	Days	Total Rental Fee	Rate	Quantity	Total Deposit
Tables	\$10			\$	NA	NA	NA
Chairs	\$2			\$	NA	NA	NA
Tablecloths	\$3			\$	NA	NA	NA
Projector	\$35			\$	\$250		\$
Sound System	\$75			\$	\$500		\$
<b>Totals</b>				\$			\$

Please complete the quantities, days and applicable amounts above, and write one check each for the total rental fee and the total deposit (if applicable), payable to the Samish Island Community Center. The check for the deposit will not be deposited unless there is loss of or damage to the equipment.

Date(s) of use: \_\_\_\_\_ Time of return: \_\_\_\_\_

SICC Member? YES NO

Equipment will be used at the address below:

Renter Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Renter Name: \_\_\_\_\_ Signature \_\_\_\_\_