

COMMUNITY CENTER - EQUIPMENT RENTAL AGREEMENT

Request Made: _____

Date(s) of Reservation: _____

SAMISH ISLAND COMMUNITY CENTER, Inc.

Equipment Rental Agreement

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

Location address: 11292 Blue Heron Rd.

1. This form applies only to SICC equipment rentals. The hall rental form is a separate document. Rental of the hall includes all tables, chairs and tablecloths.
2. Samish Island Community Center **equipment may be reserved** for temporary **use of Samish Island Community Center Members**, for events to be held on the island, but outside the Center.
3. Equipment must be **scheduled in advance. Tables, Chairs, Tablecloths are only available when the hall is not rented.**
4. If the total fee for equipment 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 insurance, a refundable damage deposit and filling out the hall rental form).
5. **Rental fees** are as follows, payable in one check, unless otherwise noted, to the Samish Island Community Center.

Tables	\$10 per day each (included with hall rental)
Chairs	\$2 per day each (included with hall rental)
Tablecloths	\$3 per day each, plus laundered, folded, returned to rental agent within 7 days (included with hall rental)
Epson EX3210 LCD Projector	\$35 rental fee per use; separate \$250 deposit check. Note: has USB cable & port, VGA cable & port, HDMI port (user-supplied HDMI cable)
Bose L1 Compact Portable PA Sound System	\$75 per use; separate \$500 deposit check. Note: there are wired and wireless microphones. It has two channels for microphones, guitar, ipod, etc. It can be connected to another Bose L1 for more coverage.

6. **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.
7. **Agreement of Terms of Rental:** By signing this Center Equipment Rental Agreement below, the Renter agrees to these terms of rental, and acknowledges the receipt of a copy of these regulations. The individual signing the rental agreement will be directly responsible for the adherence to these rules. If items are returned damaged, the renter will be charged the replacement value of the item(s).
8. **Send this completed form** with your check to the P.O. Box listed above.

Date(s) of use: _____ Time of use: _____ SICC Member? YES

Requested # of items: _____ Tables@\$10ea _____ Chairs@\$2ea _____ Tablecloths@\$3ea

Requested use: _____ Epson EX3210 LCD Projector @\$35 (attach 2 checks: \$35 and \$250 refundable deposit) _____ Bose L1 Compact Portable Sound System @ \$75 (attach 2 checks \$75 and \$500 refundable deposit)

Fee paid for items requested: \$_____ Using at this address:_____

Renter Address: _____ Phone: _____

Renter Signature:_____ *Revised 5/18/2014*