

**WORKSHEET FOR RENTAL AGREEMENTS
OF THE GROUNDS AT GRAEME PARK**

Date of event _____ Time _____

Type of event _____

Area renting:

Barn/Visitor's Center Courtyard YES/NO, The Field YES/NO, The Front Yard YES/NO

Name of renter/company _____

Address _____

City _____ State _____ Zip Code _____

Phone Number (H) _____ (W) _____

Payment:

Total amount due including attendant fee, if applicable \$ _____

Name of attendant _____

Security deposit and rental agreement (Exhibit B).

Received by _____ Date _____ Amount \$ _____
(name)

50% of total amount of the event.

Received by _____ Date _____ Amount \$ _____
(name)

Balance of payment.

Received by _____ Date _____ Amount \$ _____
(name)

Insurance agreement.

Received by _____ Date _____

Incidental Notes, i.e. requests, requirements, etc.:

Contact and arrangements made by _____ Date _____