

THE HALL AND PARK

Overisel Community Youth and Recreation Center

GENERAL INFORMATION		
Renter Name		
Renter Phone		
Renter E-mail		
Event Date		
Event Time		
What time would you like to meet to have the doors opened?		
Expected number of guests?		
Price of Reservation		
Cash Check Number Date Paid		
IN THE HALL		
Will you use the loft?	Yes/No	
Will you use the stage and • or whiteboard?	Yes/No	
Is there other equipment you are requesting for your event?	Yes/No	
Will an AV tech be needed? How long?	Yes/No	
IN THE PARK		
Soccer field?	Yes/No	
Playground?	Yes/No	

I agree to these terms:

The terms detailed on these pages have been explained to my satisfaction and I accept responsibility for the rental of these facilities as described above. I am 25 years old or older and will be on the grounds for the entire time of the rental. I understand that I will be billed for damages and/or cleaning if I do not complete the checklist above. This is a non-profit community building. We are not responsible for any harm/injury during the arranged rental agreement.

PRINTED NAME	SIGNATURE	TODAY'S DATE