



Administrative Personnel Association (APA) Request for Loan of Membership Council Tablecloth

Please submit your request 30 days prior to the event.

Date of the event: _____ Region: _____
Contact person: _____ Phone: _____
Email: _____

Please ship the tablecloth to this address:

Name: _____
Company Name: _____
Address: _____
City: _____ State: _____ Zip: _____

TERMS OF AGREEMENT:

Tablecloth will be returned to the APA Membership Council Vice-Chair at the address below no later than seven (7) days after the event for which it is borrowed. Return shipping fees will be paid by the borrower. *Tablecloth will be returned in the condition in which it was received.* Any cleaning fees will be paid by the borrower. Should the tablecloth be damaged beyond repair, borrower agrees to a replacement fee of \$125 to be paid within fourteen (14) days after the event for which it is borrowed.

I have read and agree to the above terms:

Borrower Name (Please print)

Borrower signature

Mail the completed form to:

Anita Green, Membership Council Vice-Chair
Northeast Georgia Presbytery
P.O. Box 365
Bogart, GA 30622

Or email to:

anita@negapby.org