



Rental Request Form

Date: \_\_\_\_\_

Name: \_\_\_\_\_

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

Event Date(s) and Time: \_\_\_\_\_

Ongoing / weekly: Y N

Please describe the nature of your event:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Room(s) Requested:                      TIBER BAY ROOM                      LAKEVIEW ROOM

Equipment needed:

DVD and projector: \_\_\_\_\_

Chairs and tables: \_\_\_\_\_

Other: \_\_\_\_\_

Thanks so much for your interest in renting with us. We will get back to your shortly!