

# Equipment **RENTAL** Tabulation page

*Rental available: 40 non-folding plastic chairs, 70 folding chairs, 19 tables, 8 Piece Stage.*

**Non-Profit organizations other than Youth serving, discounts of 20% of total amount, may be given upon approval of City Council.**

**Daily Rentals** *Please indicate the areas which will be in use and the amount of days. If indicating a non-profit, simply mark. Non-Profits is total minus the 20% discount, if approved*

1. Administrative Fee Per Application (Never waived/covers cost of preparation prior to rental) ----- 1. \$10.00

2. Cleaning/Damage Deposit (Separate check / refundable upon inspection) ----- 2. \$100.00

3. Non-Folding Chairs ----- \$2/Day ----- 2.Total Days \_\_\_\_\_ x \_\_\_\_\_ (amount of chairs)= \$ \_\_\_\_\_

- General Use
- Non-Profit

4. Folding Chairs ----- \$2/Day ----- 3.Total Days \_\_\_\_\_ x \_\_\_\_\_ (amount of chairs)= \$ \_\_\_\_\_

- General Use
- Non-Profit

5. Tables ----- \$10/Day ----- 4.Total Days \_\_\_\_\_ x \_\_\_\_\_ (amount of chairs)= \$ \_\_\_\_\_

- General Use
- Non-Profit

6. Stage Usage ----- 5.Total Days \_\_\_\_\_ x \_\_\_\_\_ (per day Cost)= \$ \_\_\_\_\_

- 8 Piece \$200/Event
- 6 Piece \$150/Event
- 4 Piece \$100/Event

\_\_\_\_\_ Profit          \_\_\_\_\_ Non-Profit

7. Set up or Tear Down ----- 6.Total Days \_\_\_\_\_ x \_\_\_\_\_ (per day Cost)= \_\_\_\_\_

- Half Day (1 - 3 hours) \$80/Day
- Full Day (3 - 6 hours) \$100/Day

8. Marquee Rental ----- \$10/day ----- 7.Total Days \_\_\_\_\_ x \_\_\_\_\_ (per day Cost)= \_\_\_\_\_

- Maximum of 2 weeks
- General Use
- Non-Profit


\*Please tally all red boxes 1-12 in the spaces below to figure the total rental cost. Please write "N/A in the spaces below, if not in use. \*

**1. \$10 + 2. \_\_\_\_\_ + 3. \_\_\_\_\_ + 4. \_\_\_\_\_ + 5. \_\_\_\_\_ + 6. \_\_\_\_\_ + 7. \_\_\_\_\_ + 8. \_\_\_\_\_ = \$ \_\_\_\_\_**

**-----Youth serving Non-Profit Organizations receive a 35% discount on Total Cost----- Total Cost after Discount = \_\_\_\_\_**

By signing below, I understand that I am renting from the City of Monte Vista and will follow all rules, requirements and responsibilities of him/herself, as well as attendees at the event. Signature also indicates that Renter(s) has paid the 50% of all dues required to confirm the reservation of such item(s), mentioned above, as well as turned in \$100.00 Damage Deposit on a separate check.

Renter(s) Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Recreation Director: \_\_\_\_\_ Date: \_\_\_\_\_

**[ ] Approved - [ ] Denied Reason; ( ) incomplete paperwork, ( ) No payment/Deposit, ( ) Space Availability**