

Facility Renter Information

Renter and Payee Name:

Renter Address:

Renter Contact Phone:

Renter Email:

Second Renter Name (if applicable):

Second Renter Contact Phone:

Second Renter Email:

Rental Date:

Type of Event:

Estimated Attendance:

How did you hear about our venue?

- ☐ Search Engine Online
- ☐ Wedding Wire or The Knot
- ☐ Social Media
- ☐ Other:

Fees: (Check One)

Rental Fee (10:00am-11:59pm):

- ☐ January - March *Friday and Saturday* (\$2,500)
- ☐ January-March *Monday – Thursday* (\$2,300)
- ☐ April – October *Friday and Saturday* (\$6,500)
- ☐ April-October *Monday – Thursday* (\$2,300)
- ☐ November – December *Friday and Saturday* (\$5,500)
- ☐ November-December *Monday – Thursday* (\$2,300)

Insurance Coverage: Provided by TULIP Event Insurance obtained through Camp Red Cedar Policy. Customer must complete and submit application for TULIP liability insurance 30 days prior to the contracted event date.

Additional Fees: (Check All That Apply)

- ☐ 3 Hour Rehearsal (\$500) Date: _____ Time: _____
- ☐ Holiday Rental (\$1,000): _____
- ☐ Tear down (\$500): _____
- ☐ Offered Discount. _____ (More information upon request)

Original Rental Fee	\$ _____
	+
Holiday Rental	\$ _____
	+
Early Set Up	\$ _____
	+
Tear Down	\$ _____
	+
Refundable security deposit	\$500.00
Total Due:	\$ _____

Payments (amount/due date):

***4% credit card fee applied at each transaction**

Initial due (20% down and \$500.00 deposit): _____

6 month (50% of remaining): _____

Final payment due (90 days prior to event): _____