

Equipment Request Form

Must be returned 45 days prior to event date

Booking #:	Event Name:	Event Date(s):
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All full rentals are from 7:30am to Midnight.

List the number of items you will need (as close as possible) so we can make sure all the items you have requested are in the building for your set up.

QTY	Equipment	Rate Per	Used	QTY	Special Services	Rate Per	Used
	Additional Chairs	\$1.50			Arena Roll	\$395	
	Classroom Tables	\$7			Arena Till	\$80	
	5ft Round Tables	\$7			Arena Tractor Drag	\$80	
	8ft Rectangular Tables	\$7			Arena Watering	\$50	
	Podium (Large)	\$30			Forklift & Tractor Work	\$60/hr	
	Podium (Small)	\$10			Park Bench (Concrete)	\$20	
	Flip Chart With Paper	\$5			Park Bench (Metal)	\$10	
	Sandwich Boards	\$10			Ticket Booth(Main Gate)	\$150	
	Stage w/Set Up (8'x4')	\$30/sect			Ticket Booth (Portable)	\$100	
	Wooden Trellis	\$45			Dumpster 350+ People	\$100	
	Picnic Tables	\$20			Dumpster 500+ People	\$175	
	Barricades/Cones	\$5			Lg. Concrete Blocks	\$75	
	Animal Cages	\$3			Electrical Drop Each	\$105	
	Bleachers (Double set)	\$195					
	Bleachers (Single set)	\$95					
QTY	Electronics	Rate Per	Used	QTY	Setup Services	Rate Per	Used
	46" Flat Screen TV	\$30			Tables	\$2	
	PA System (Permanent)	\$30			Chairs	\$1	
	PA System (Portable)	\$50			Trash Cans	\$10	
	Projector & Screen	\$40			Loaded ATM	FREE	
	Screen only	\$10			Grounds PA System	FREE	
	Spider Box 4-6 15 amp	\$115					

Rentals Come with:

- Auditorium 80 Chairs & 10 - 8' Tables,**
- Auditorium Boardroom 12 Chairs & 3 - 8' Tables**
- Auditorium Conference Room 20 Chairs & 4 - 8' Tables**
- Guerber Hall 60 Chairs & 8 - 8' Tables**
- Guerber Boardroom 12 Chairs & 3 - 8' Tables**
- Solar Building Boardroom 12 Chairs & 3 - 8' Tables**
- Lawns & Parking Lots include 2 trash cans**

THE FACILITY DOES NOT RENT OR PROVIDE LADDERS OR EXTENSION CORDS