

Equipment Request Form

Must be returned 60 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			Lg. Concrete Blocks	\$100	
	Classroom Tables	\$7			Arena Till	\$120	
	5ft Round Tables	\$7			Arena Tractor Drag	\$90	
	8ft Rectangular Tables	\$7			Arena Watering	\$80	
	Podium (Large)	\$50			Forklift & Tractor Work	\$90/hr	
	Podium (Small)	\$15			Park Bench (Concrete)	\$30	
	Flip Chart With Paper	\$10			Park Bench (Metal)	\$20	
	Sandwich Boards	\$12ea			Ticket Booth(Main Gate)	\$150	
	Stage w/Set Up (8'x4')	\$50/sect			Ticket Booth (Portable)	\$175	
	Wooden Trellis	\$30			Towable for Compactor	100ea	
	Picnic Tables	\$25			Electrical Drop Each	\$125	
	Barricades/Cones	\$7			Cord Cover	\$25ea	
	Animal Cages	\$5			Mow Main Lawn	\$175	
	Bleachers (Double set)	\$205			Mow South Lawn	\$75	
	Bleachers (Single set)	\$100			Mow Floral Courtyard	\$50	
QTY	Electronics	Rate Per	Used	QTY	Setup Services	Rate Per	Used
	46" Flat Screen TV	\$30			Tables	\$2.50	
	PA System (Permanent)	\$30			Chairs	\$2	
	PA System (Portable)	\$50			Trash Cans	\$12	
	Projector & Screen	\$40					
	Screen only	\$10			Grounds PA System	FREE	
	Spider Box 4-6 15 amp	\$115					

Building 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