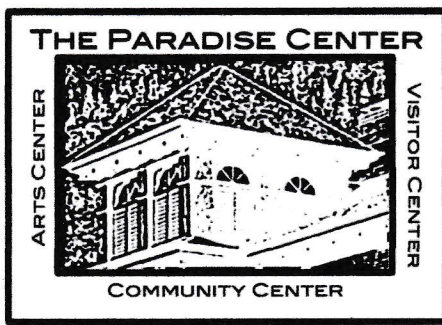




The Paradise Center

Rental Application and Agreement

Complete and return this form, with payment to:
The Paradise Center, P.O.Box 162, Paradise, MT 59856
For additional information or answers to questions,
Call Ilona at 509-405-8469

Space for public rental at The Paradise Center is the 40' x 60' Auditorium (formerly the gym). The space is appropriate for family reunions, birthday parties, presentations, meetings, performances or exhibits. Maximum seating w/out tables is 200; maximum seating w/tables is 120.

Individual Name: _____

Organization Name: _____

Contact Information: Phone: _____ Email: _____

Mailing Address: _____ City: _____ Zip: _____

Type of Event: _____

Date(s): _____ Time(s) (from – to): _____ Number of People: _____

Rental Guidelines

REQUIREMENTS FOR ALL RENTALS

1. Signed "Rental Application and Agreement"
2. Pre-event payment for Rental AND separate \$50 security deposit check, which will be returned if no additional clean-up is needed and /or no damage is done to the space or furniture.

**** Application must be received no less than 7 days prior to the event and is subject to lessor's review/approval of proposed use.**

**** Renters MAY NOT relocate, remove, or alter items within the rented space without lessor's express permission.**

**** Walls & Floors are to be protected: no tape, tacks or other material may be used to affix things to the walls or floors; any sharp items placed on the floor need a tarp or padding underneath.**

**** Space must be cleaned after use and left in same condition as on arrival; renter may clean the space or contact us to arrange for cleaning services at renter expense of \$15 per hour. Cleaning includes sweeping, DAMP mopping, wiping tables/counters, depositing trash in outside bin, leaving furnishing as they were upon arrival unless other arrangements have been approved.**

Information & Rental Costs

Space: Please read carefully and check all that apply:

☐ \$10 an hour, with 4 hour minimum (**total of \$40**), for Non Profit Organizations holding an IRS 501(c)(3) tax exempt status, Family events (Birthday parties, family reunions, etc), or Church Events. \$10 for every hour (or part of an hour) past the minimum 4.

☐ \$20 an hour, with 4 hour minimum (**total of \$80**), for other organizations, individuals, or uses. \$20 for every hour (or part of an hour) past the minimum 4.

☐ \$25 an hour with 4 hour minimum (**total of \$100**), for groups involving more than 100 people. \$25 for every hour (or part of an hour) past the minimum 4.

Kitchen ☐ KITCHEN IS CLOSED
☐ \$10 per use for beverage-only service

Tables: Rental is for duration of the event. Please check all boxes that apply.

☐ **Round Tables** – Eight 60" circular tables for inside use at \$5 per table. Each table seats 6-8 adults.
Number of Round tables: _____ X \$5 Each = Total \$ _____

☐ **Rectangular Tables** – Twelve 72" rectangular tables available for inside use at \$5 per table. Each seats 6-8 adults. Tables can be arranged in variety of configurations.

Number of Rectangular tables: _____ X \$5 Each = Total \$ _____

Chairs: Rental is for duration of the event. Please check all boxes that apply.

☐ **Padded Chairs** – 150 padded chairs available for inside use. Rental is \$10 for 30 chairs.

Number of 30-Chair sets: _____ X \$10 (for each 30) = Total \$ _____

Sound System & Projection Equipment:

Rental is for duration of the event. Please check all boxes that apply.

- ☐ Basic sound – one microphone/two speakers
No extra charge
- ☐ Rental for additional sound system components
Cost negotiable
- ☐ Rental for projection screen – Cost \$ 25
- ☐ Rental for projector – Cost \$25

CHECKLIST FOR APPLICATION

☐ Enclosed Check for total amount for rental(s): \$ _____

[Space \$ _____ Beverage Service \$ _____ Tables/Chairs \$ _____ Other \$ _____]

☐ Enclosed (Separate Check) cleaning fee \$50 (Refunded if facility is left clean)

☐ Signature indicates agreement with all guidelines and requirements stated in this form

Signature

Date

The Paradise Center, as a non-profit charitable organization, does not endorse or oppose any of the views held by sponsors of events held at this facility.

