

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 509-405-8469

The Auditorium (formerly the gym) is 40' x 60' consisting of 3 permanent tiered risers with padded chairs leaving an open floor space of 27' x 60'. See diagram on the next page. The space is appropriate for family reunions, birthday parties, presentations, meetings, performances or exhibits. Maximum seating without tables is 150; maximum seating with tables is 120.

Individual Name: _____

Organization Name: _____

Contact Information: Phone: _____ Email: _____

Mailing Address: _____ City: _____ Zip: _____

Type of Event: _____

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

Rental Guidelines

REQUIREMENTS FOR ALL RENTALS

1. Signed "Rental Application and Agreement"
2. Pre-event payment for Rental AND a credit card on file for any damages to the property/equipment or extra cleanup of the space.
3. Application must be received no less than 7 days prior to the event and is subject to lessor's review/approval of proposed use.
4. Kitchen is available for prep and serving only – no cooking
5. Renters MAY NOT relocate, remove, or alter items within the rented space without lessor's express permission.
6. 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.
7. 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 \$25 per hour. Cleaning includes sweeping, DAMP mopping, wiping tables/counters, removing trash from the premises, leaving furnishing as they were upon arrival.

Information & Rental Costs

Space: Please read carefully and check all that apply:

☐ \$20 an hour, with 4 hour minimum (**total of \$80**), Family events (Birthday parties, family reunions, etc), Church Events, Organizations or Individuals. \$10 for every hour (or part of an hour) past the minimum 4.

☐ Non Profits: \$25 Discount off regular price (**total of \$55**), \$10 for every hour (or part of an hour) past the minimum 4.

Non Profit Name & ID# _____

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

☐ **Round Tables with Padded Chairs** – Eight 60" circular tables for inside use at \$7 per table. Each table seats 4-6 adults. 6 Padded Chairs are Included

Number of Round tables with 6 Padded Chairs: _____ X \$7 Each = Total \$ _____

☐ **Rectangular Tables with Padded Chairs** – Twelve 72" rectangular tables available for inside use at \$7 per table. Each seats 6-8 adults. 8 Padded Chairs are included. Tables can be arranged in variety of configurations.

Number of Rectangular tables with 8 Padded Chairs: _____ X \$7 Each = Total \$ _____

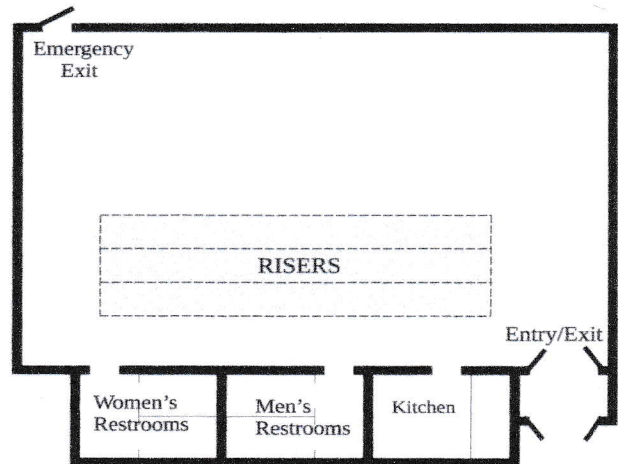
Sound System & Projection Equipment:

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

☐ **Basic sound** – one microphone/two speakers
Cost \$ 25

☐ **Rental for projection screen** – Cost \$ 25
45" x 80" Screen

☐ **Rental for projector** – Cost \$25
plugs into your computer



Note: If any equipment is damaged during the rental the credit card on file may be charged to fix or replace the equipment.

CHECKLIST FOR APPLICATION

Space \$ _____ Tables/Chairs \$ _____ Sound/Projection Equip \$ _____

Total \$ _____

☐ Enclosed Check ☐ Charge to Credit Card:

Credit Card on File:

Name on the Card _____

Credit Card # _____ Exp. Date MM/YY _____

CVV # _____ Zipcode _____

I agree with all guidelines and requirements stated in this form. I also agree to let the Paradise Center keep my credit card on file for any damages/additional cleanup of the space or equipment. I understand my credit card number will be destroyed accordingly after my event has cleared inspection by the Paradise Center. I will receive prior notification if any extra charges made to my credit card for damages/additional cleanup.

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.