|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Reservation Details | | | | | | | |
| Date | | |  | | | | |
| Start Time | | |  | End Time | |  | |
| Organization | | |  | | | | |
| Event | | |  | | | | |
| Participant Estimation | | |  | | | | |
| Rental Rate | | | $25 per hour | | Rental Fee Waiver 🞎 | | |
| Additional Purchase | | | $ | | Discount | | $ |
| Total Cost | | | $ | | Deposit | | $ |
| Balance | | | $ | | Balance Due | |  |
| Notes | | |  | | | | |
|  | | | | | | | |
| Contact Information | | | | | | | |
| Name |  | | | | | | |
| Phone |  | | | | | | |
| Email |  | | | | | | |
|  |  | | | | | | |
| Terms and Conditions | | | | | | | |
| The deposit is due on the date of reservation; the remaining balance must be paid in full on the date of event. Cancellations must be made at least 24 hours prior to the event start time in order to receive a full refund of the paid deposit. If for any unforeseeable reasons, the shop should be closed on the event date, a notice will be made immediately after the decision, and a full refund of the paid deposit will be issued. | | | | | | | |
|  | | | | | | | |
| Signature | | | | | | | |
|  | | | | | | | |
| X | |  | | | Date | |  |