

Shilling House

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Eugene and Angelen Parrish
81 N. Shilling Avenue
214 S. University Avenue
Blackfoot, ID 83221

RENTAL AGREEMENT

Date _____

Name of Group _____ Responsible Individual _____

Address _____ Phone Number _____

Facility to be Rented: Shilling House ___ Reception Center ___ Guaranteed Number (2 weeks prior) _____

Date of Event _____ Time of Event _____ Number of Hours Rented _____

Rental Fee (See Room and Facility Rental Fees) _____ Set-Up Fee _____ Custodial Fee _____

Responsible Party:

	<u>Shilling House</u> (Applicable Charges)	<u>Renter</u>
Tables (number, type)	<u>Included in Rental</u>	_____
Chairs:	<u>Included in Rental</u>	_____
Linens:		
Table Cloths	<u>Included in Rental</u>	_____
Napkins	_____	_____
Skirting	_____	_____
Catering (see separate menus)	_____	_____
Dishware:		
Plateware	_____	_____
Glassware	_____	_____
Flatware	_____	_____
Disposables:		
Dishware	_____	_____
Napkins	_____	_____
Decorations:		
Centerpieces	_____	_____
Audio-Visual Equipment	_____	_____
Set-Up (see back for diagram)	_____	_____
Kitchen Use (optional)	_____	_____
Supervisory Employee:	_____	_____

Total Applicable Fees (includes 17% Service Fee and 6% Sales Tax) _____

1. Acceptance of a \$300.00 NON-REFUNDABLE deposit guarantees facility prices for original reserved date only.
2. Guaranteed number of guests provided two weeks before event.
3. Final billing for guaranteed number or actual number of guests, whichever is higher.
4. All food and/or beverages (including beer/wine) consumed on the Shilling House premises must be provided by the Shilling House. Food may be provided by client at the Reception Center, however all alcoholic beverages must be provided by the Shilling House.
5. Balance due by date of event. 2% per month interest charges on overdue accounts, an annual rate of 24%. Attorney and/or collection fees responsibility of client.

I have read and agree to the terms and prices as stated:

Name Date Shilling House Representative

Credit Card Guarantee Number Expiration Date