

Rental Agreement

|  |  |
| --- | --- |
|  | City of Lindale – Tourism Department and Tourism Department55 Miranda Lambert Way, Unit 3Lindale, Texas 75771903-881-5103seongm@lindaletx.gov (903)617-9132samanthab@lindaletx.gov (940)367-9101 |

### Please note, rentals must be paid for in full and require 48 hours advance notice.

|  |  |
| --- | --- |
| Name |  |
| Billing address |  |
| City, St, Zip Code |  |
| Phone  |  |
| Email |  |

### Rental Items

|  |  |
| --- | --- |
| Chairs @ $1.25 ea. Maximum: 350 | Quantity: |
| 8ft Tables @ $7.00 ea. Maximum: 26 | Quantity: |
| 60” Round Tables @ $7.00 ea. Maximum: 12 | Quantity: |
| Cocktail Tables @ $7.00 ea. Max: 23 | Quantity:  |
| Fans – Small 4 @ $20 each | Quantity: |
| Fans – Large 4 @ $40 each | Quantity: |
| Heaters with propane – 3 @ $85 each | Quantity: |
| Event Lighting: $100 for Event  |  YES: NO: |
| Stage Lighting: $100 for Event  |  YES: NO: |

### Payment Information

I (we) agree to pay a total of $\_\_\_\_\_\_\_\_\_\_\_\_\_ to be paid in the form of: [ ] cash [ ] check

Tables and chairs must be wiped down and returned to trailer. Trailer must be locked, and key returned to Tourism Department the next business day.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
| Please make checks payable to: |  | City of Lindale – Tourism Department55 Miranda Lambert Way Suite 3Lindale, Texas 75771 |

Total Paid: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Paid: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please note:

Tables and chairs will be in the 26ft trailer parked on the east side of the pavilion. The Wednesday before your event, during business hours (Monday – Friday 8am – 5pm), trailer key and restroom keys must be picked up and security deposits left. If you are writing a check for the security deposits – make sure you make out two: 1 for the rental of the pavilion $200.00 and 1 for the rental of the pavilion key(s) $50.00. Once key(s) are returned and all items are accounted for and in good condition, security deposits will be returned to you.

Occupancy: tables and chairs – 500

People only: 700 to 800

78ft across the front 34 ft. on each side with door in middle 10 ft. / 120 ft. length

Stage is 24.25ft x 12ft x 24ft

From front of stage to back of building 26ft

27ft from west wall to stage / 26ft from east wall to stage

All large entrances 10 ft.

5 poles on each side at 20 ft. apart

Address: 205 E. North Street Lindale, Texas 75771

Electrical box for lights is in the southeast corner of building. The switches for the fans down the middle are located on the south side by the back door going to restrooms. Only use on and off buttons. Fans do not have a higher speed. Absolutely no slime, playdoh, paint, or silly putty allowed in building. Also, do not staple anything to the bottom of the stage and use tacks to attach items to the backdrop of the stage. Everything attached to the stage must be removed and not leave holes. Thank you.

Bathrooms are air conditioned and heated. Please keep doors closed.