



SRAC Lecture Hall Rental Agreement

Name: _____ Organization: _____

Phone/Cell: (____) _____ - _____

Date Needed: ____/____/____ From: _____ To: _____

Include Setup & Tear down

Requestor is a:

Non-profit: (\$1.00 X total persons = _____) x # hrs = \$ _____

For-profit: (\$2.00 X total persons = _____) x # hrs = \$ _____

Additional Charges:

\$10.00	Projector	\$ _____
\$5.00	Overhead Projector	\$ _____
\$5.00	Carousel Slide Projector	\$ _____
\$5.00	Microphone/Speaker System	\$ _____
\$5.00	TV/VCR	\$ _____
\$5.00	Laptop Computer	\$ _____
	Refreshments, Coffee/Tea	\$ _____
TOTAL		\$ _____

<p>_____ Signature Requestor Date: _____</p>	<p>_____ Signature SRAC Clerk Date: _____</p>
<p>SRAC is not liable for lost items or damages.</p>	