



Type of Event

Answer in a few words (i.e. graduation, celebration of life, etc.)

Bartender(s) Required?

YES NO

LINENS

The hall can provide table linens for your hall rental at a cost of \$2.50 per table. This includes one 62" linen tablecloth and four cloth napkins.

Would you like linen for your event?

YES NO

How many tables with linens (one tablecloth & four cloth napkins at \$2.50/table)?

Please enter a numeric number

ADDITIONAL INFORMATION

Please provide any notes, inquiries, or special requests. **Please include any bulk alcohol items so we are prepared.**

ACKNOWLEDGEMENT OF AGREEMENT

I hereby certify that I have read all the terms, conditions, and guidelines herewith this contract as well as within the terms and guidelines document as provided by the Van Ells-Schanen American Legion Post 82 and agree to all with no changes.

Renter's Signature

Date

OFFICE USE ONLY

**American Legion Post 82 Approval
(Officer's Signature)**

Date

Amount Collected: _____

Payment Type

Cash Credit Check Check Date: _____ Check #: _____

CREDIT CARD TRANSACTION FEE FOR PAYMENT ONLINE

Transaction fees charged by Square and Wix [(2.9% +\$0 .30 (Square)) + [\$6.00 (Wix)].