Kallet Civic Center
Marquee Rental Form

Name: _____ Phone: _____

Representing: _____ Bus Phone: _____

Billing Address: _____ Email: _____

RENTAL RATES/DATES:

[ ] First day fee of $35.00, each additional day- fee of $15.00

[ ] One-week rental (7 consecutive days)- $100.00

Date Up: _____ Date Down: _____

Total Days: _____
Total Fee: _____
Date Paid: _____
[ ] CASH [ ] CHECK [ ] CC

Payment taken by:_____

[ ] **NORTH MARQUEE** (faces Farrier Ave) **18** Spaces Per Line Available

[ ] **WEST MARQUEE** (faces Main St.) **18** Spaces Per Line Available

[ ] **SOUTH MARQUEE** (faces Driveway) **15** Spaces Per Line Available

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PLEASE NOTE:

- All three sides of the marquee have 3 lines available.
- Depending on previous bookings and availability you may select which side of the marquee your prefer to have your message can appear on.
- Print message as you would like it to appear on the marquee.
- Use one block per character which includes: number, punctuation mark or spaces. Please note number of available spaces per line as above. SPACES COUNT AS CHARACTERS.
- Marquees will go up no later than 11:00am on your scheduled day.
- Marquees will come down no earlier than 9:00pm on your scheduled day.
- In the event that your marquee goes up prior to, or comes down later than, the scheduled day(s), there will be no additional charges.
- The Kallet Civic Center reserves the right to refuse a rental request or take down any message it deems inappropriate for public viewing.

I understand that this signature is required to confirm my identity as the lessee stated above. I further understand that I am subject as a lessee to all rules and requirements outlined in this form, and that my lease may be refused or cancelled for non-payment or any submitted message that is deemed inappropriate by The Kallet Civic Center.

_____ _____

Marquee Lessee Signature Witness (Kallet Civic Center)