

Menominee Indian School District

830 Exhibit (1)

Snack Shack Trailer Reservation Form

This form is to reserve the Snack Shack Trailer and must be submitted ten (10) days in advance of the date of the reservation date.

This form must be signed by the individual acting for the organization who accepts responsibility for supervision of the trailer. The general rules on the reverse side must be signed. If the organization is not an MISD organization then there will be a **\$75.00 security deposit required** with the submission of this form for approval. One approved copy of this form will be returned to the supervisor.

Date of Request:	Organization:
Is this an MISD organization: Yes _____ No _____	Contact Number:
Responsible Party:	Signature

Date of Event:	Location of Event:
Purpose of Event:	
Delivery Requested: Yes _____ No _____	Time of Delivery:

Fee Schedule:

Generator Rental - \$35.00	Yes _____ No _____	Must return with full gas tank.
Propane Gas Heater - \$15.00	Yes _____ No _____	Must return all propane tanks.
Popcorn Maker - \$10.00	Yes _____ No _____	Cleaning fee \$10.00 if not clean
Rental Fee - \$50.00	Required by all non-school organizations. Fee waived MISD organizations.	
Clean Up Fee - \$50.00	Charged to all parties (including MISD organizations) that do not clean the trailer after use.	
Delivery and Pickup Fee - \$50.00	An MISD person will drop off and pickup the trailer. There is no fee to MISD organizations for delivery and pick up.	

I have read the Rules and Regulations on the reverse side and accept responsibility for the sponsoring group. I agree to rental fees of \$ _____ with a security deposit of \$ _____ to be paid at the time this form is submitted.

The renter will hold MISD and its representatives harmless from any problem resulting from the use of the trailer. The organization (sponsor group) must have insurance coverage to cover any personal and/or property claims resulting from the use of the trailer. A copy of the policy must be submitted prior to the event.

Sponsor Group Supervisor Signature

Date: _____

Authorized District Approval Signature

Date: _____