



Application to reserve The Rock

Event Title/Group Name: _____

Responsible Contact: _____ Email: _____

Street Address: _____

City/State/Zip _____

Please Provide A Description of Your Event _____

(The responsible contact must be present at the event.)

Phone: _____ Cell: _____

Dates of Event: _____

Hours Requested from: _____ to _____ AM/PM

What is your estimated attendance?

Please Check All Applicable Classifications so we can better prepare The Rock

Meeting _____ Dinner _____ Party _____

Safety and Risk Management Statement

In consideration for the permission of The Rock to allow use of premises, the undersigned agrees to assume all responsibility and legal liability arising out and in the use of the aforementioned property. The undersigned further agrees to indemnify, save and hold harmless The Rock and its Directors from any liability arising out of the use of this property. Further, the undersigned agrees to abide by all rules, standards or reasonable requests made by The Rock relating to the use of these facilities and to adhere to all safety/fire code/minors on at The Rock as set forth by the Directors and to instruct participants to adhere to the same.

Depending on the type of liability exposure, I understand that I may be asked to provide proof of current liability insurance and a certificate of insurance evidencing The Rock as listed additional insured.

Sign: _____ Date: _____

I have read and understand this agreement, and I am aware of the Facilities Use Terms and Conditions above. I acknowledge that all listed information is accurate, and I will let the appropriate department know if anything changes before this event. I understand that failure to meet any conditions of this agreement shall result in a cancellation at any time. I understand that this form is an application, and this event should not be promoted until confirmation is received. I will also be responsible for any billing for services incurred.

Office Use Only

Did they request assistance? Yes/No

Confirmation Sent _____

Date Received _____

Rental Fee: _____
Received on: _____