

**RESERVOIR COMMUNITY CENTER
RESERVATION FORM**

Today's Date: _____

Date of Use: _____

Estimated Attendance: _____

Time of Event: _____

(Allow time for set/up and clean-up within scheduled time)

Organization: _____

Type of Event _____

CONTACT INFORMATION and MAILING ADDRESS:

Name: _____

Phone: _____

Address: _____

Fax: _____

City/State/Zip _____

Email: _____

The undersigned acknowledges and represents that he/she has read and understands all terms and conditions set forth in attached "Rental Policies and Procedures: Further he/she hereby agrees to comply with and to be legally bound by such terms and conditions. Any person, firm or corporation determined by Rankin County to have knowingly presented a materially false rental application may be barred from use of any or all Rankin County facilities in the future.

Signature of Responsible Party

OFFICE USE ONLY:

INSPECTION CERTIFICATE:

Date: _____

Approved/Disapprove deposit return: _____

Deposit received _____

Rental fee received: _____