

AGREEMENT FOR USE OF THE BOWEN HOUSE

Date _____

Your name _____ Phone () _____ - _____

Organization name _____

Address _____

City _____ State: _____ ZIP _____

Email _____

I the undersigned, request the use of The Bowen House for the following:

From _____ Beginning _____ To _____ Ending _____
Date: _____ Time: _____ Date: _____ Time: _____

Describe the function to be held at the house and the anticipated number of participants:

Check the following. which are applicable:

- ___ Half day, one room, no kitchen \$25.00
- ___ Half day, one room ,with kitchen \$50.00
- ___ Half day, entire house \$75.00
- ___ Half day, entire house and grounds \$100.00
- ___ Full day, entire house \$125.00
- ___ Full day, entire house and grounds \$200.00
- TOTAL STIPEND FOR USE \$ _____

NO CHARGE for the following:

- ___ limited flatware
- ___ china
- ___ chairs - specify number _____
- ___ tables - specify number _____
- ___ piano - special permission Needed

By signing below, I verify that I have read ""GUIDELINES FOR USE OF THE BOWEN HOUSE" and agree to abide by all rules and regulations specified in this agreement I understand that I am required to pay a deposit of one half of the total cost at the time of reservation. I also understand that failure to leave The Bowen House in the condition specified in the "Guidelines"" will result in forfeiture of deposit, full damage charges and subsequent denial of any future engagements.

User of The Bowen House

Date

Marcia Jeffrey, Executive Director, The Bowen House

Date

Please make check payable: The Bowen House. Please sign one copy of the agreement and return to: Marcia Jeffrey, Executive Director, The Bowen House, P.O. Box 342, Logan., Ohio 43138. info@bowenhouse.org www.bowenhouse.org