



JAIN SOCIETY OF METROPOLITAN WASHINGTON

A non-profit tax-exempt religious organization, ID# 54-1139623

1021 Briggs Chaney Road Silver Spring, MD 20905

Mailing Address: P.O. Box 4548, Silver Spring MD 20914 | www.JSMW.org

Application for Renting Chairs & Tables for Private Event

A complete application must be sent to the Director of Facilities via email to: Facility@JainSocietyDC.org, minimum two weeks prior to the event date. Please complete and submit. Recommended to use Adobe Acrobat

Today's Date: _____

Member's First Name: _____

Member's Last Name: _____

Street Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Home Phone: _____ **Mobile Phone:** _____

Email Address: _____

Pick Up Date and Time: _____ **Return Date & Time:** _____

Item	Quantity	Amount (Per)	TOTAL
Chair	_____	_____	_____
Table	_____	_____	_____
Misc Items (List Items in notes)	_____	_____	_____
Additional Donation			_____
		Grand Total:	_____

If granted permission to rent, members must abide by the below rules and regulations:

1. Member must pay \$101 deposit towards renting chairs Stables at the time of pick-up.
2. Cost of damaged/lost item will be deducted from Deposit amount.
3. Member must pay rental amount as donation at the time of return.
4. Appointment must be made with Director of Facility 1 week prior to the actual pickup date.
5. All chairs and tables must be clean upon return.
6. Member will be responsible for paying full price of item if any chairsand/or tables is/are damaged or broken.

Submission of application does not automatically give anyone permission of picking up the items. Permission will be granted on a first come first serve basis.

I/We have read and fully understand the rules and regulations.

Member's Signature: _____ **Date:** _____

Facility's Signature: _____ **Date:** _____

Pick-Up By: _____ **Date:** _____

Return Received By: _____ **Date:** _____

Notes: