



Stinson House & Gardens Rental Agreement Form

Friends of the Arboretum
P.O. Box 1395
Quitman, TX 75783

Please complete this form and return with \$150.00 Security Deposit: (Check payable to Friends of the Arboretum) Rental fees due 14 days prior to event.

Name of Renter or Agent of Organization:			
Organization name (if any):			
Mailing Address:			
City:		State:	Zip:
Email:	Phone:		
Please describe type and duration of event:			
Date of Event:		Month	Day Year
Hours (includes set up time, event, and clean up time)		Start Time	End Time
Setup Day/Time if other than Event Day:		Month	Day Time
RENTAL CHARGES			
		QTY	TOTAL
Rental fee/house (up to 4 hours)	\$250		
Rental fee/garden (up to 4 hours)	\$250		
Each additional hour	\$50		
Deposit	\$150		
Total:			
<p>(*) This agreement is subject to the terms of the Stinson House Rental Policy and procedures. By signing this contract I certify that I have read, understand, and will abide by, those terms _____.</p> <p>(**) By signing this agreement I release FOA from all liability associated with loss, personal injury or death related to use of the Stinson House and property _____.</p>			
Name of Renter (Printed)	Signature of Renter		Date Signed
Name of FOA Rep.	Signature of FOA Rep.		Date Signed:
Mail application and fees to: Friends of the Arboretum (FOA) PO Box 1395 Quitman, TX 75783 FOA Phone: 903-466-4327 or 967-2820		Office Use Only Date rcvd _____ Ck# _____ Amt _____ Date rcvd _____ Ck# _____ Amt _____	

FOA reserves the right to deny any application. Once signed by both parties, this agreement is a binding contract.