Homer Cole

PITTSBURG COMMUNITY EVENT CENTER

3003 N. Joplin, Pittsburg, Kansas 66762
620-231-9773

Friday, Saturday & Sunday Rentals

NAME:_____ DATE OF RENTAL:_____

Type of Event _____ Total No. of Hrs:_____

RENT WITHOUT ALCOHOL_____$150.00
Received on_____CK #_____

RENT WITH ALCOHOL_____$250.00
Received on_____CK #_____

DAMAGE DEPOSIT - $200.00 required
Received on_____CK #_____

DAMAGE DEPOSIT- $300.00 required
Received on_____CK #_____

DECORATING FEE-WEDDING RECEPTION FOR EVENING BEFORE _____$60
b. Received on_____

BIRTHDAY PARTY (13 & under)
SHOWERS & SMALLER EVENTS
___$20 per hour(3 hr.minimum)$15 ea. add. Hr
Total Hrs._____ Amount Due_____
Received on_____Ck #_____
DAMAGE DEPOSIT _____$75.… Showers
___$100.…Parties
CK #_____

Total amount of $_____received on _____with balance of $_____due by_____2 weeks before event.
Key to building and instructions may be picked up the day before event between 9:00 am and 4:00 pm unless other arrangements are necessary.

Reservation made by:_____

Address:_____City_____State_____Zip_____

Home Phone:_____Work Phone:_____Cell Phone:_____

Signature of responsible person:_____Date:_____
How did you learn about our facility?_____
CLEAN UP OPTIONS:
_____a. Janitor's fee for cleaning after function is $75.00

_____b. You clean up *You will need to be sure and read the clean up check-list and the rules and regulations sheet, to assure you of complete security deposit refund!

WE APPRECIATE YOU CHOOSING THE HOMER COLE EVENT CENTER!