

# Happy Bambino, LLC Resource Room Rental Agreement



Room rental fees:

(Any portion of an hour longer than 10 minutes is charged as a full hour)

Non-Members:

- 1<sup>st</sup> hour - \$35
- 3 -4 hours - \$75
- More than 4 hours - \$125

Happy Bambino Members:

- 1<sup>st</sup> hour - \$20
- 3 -4 hours - \$60
- More than 4 hours - \$100

Refunds:

A full refund, less a \$25 administrative fee, is available for cancellations received with more than two weeks notice. A 50% refund, less a \$25 administration fee will be given for cancelations with ten days notice. No refunds will be given without a minimum of ten days notice.

Renters are responsible for, but not necessarily limited to:

- Primary contact person must be present for the duration of the rental period
- Leaving room utilized in a neat and organized fashion, including returning furniture to the original location
- Contacting and gaining approval of Happy Bambino if changes to the agreement become necessary
- No burning candles or open flames in the building
- No Alcohol consumption on the premises
- Peanuts are not permitted

Equipment available for renter use:

- Resource Center Classroom: Room 1 or Room 2
- TV, VCR, and DVD player
- CD and tape player
- Folding tables 3x6, and chairs

Rental Date:	From:                      To:	Description of event:	
	am/pm                      am/pm	Phone:	Member # (if applicable):
Renter's Name (Primary Contact Person):	Mailing Address:		
Email	Organization (if applicable):		
Expected # attendees:	Will food/drink be served?		
Choose one: ____ Room 1 (movement room)    ____ Room 2 (class room)	Will you need folding tables or chairs? We have 2 long tables and 20 chairs available.		
Renter's Signature:	Date		

**Please return this signed form with your payment at least ten (10) days prior to your rental.**

Happy Bambino, LLC – 4116 Monona Drive – Madison, WI 53716 – 608-223-6261