

NAGEEZI CHAPTER

Eastern Navajo Agency • District 19



PO Box 100

Nageezi, NM 87037

Phone: (505)960-7200

Fax: (505)9690-7201

Email: nageezi@navajochapters.org

FACILITY RENTAL AGREEMENT FORM

Name: _____ Date: _____

Address: _____ Cell Number: _____

_____ Email _____

Multi-Purpose Center/Chapter Hall Rental – Additional rates for Non-Registered Voters

Date of Request: _____ Time Requested: _____ Hours Requested: _____

Start & End Time of Event: _____ Use of Kitchen: Yes No

Purpose/Event: _____

Number of Tables: _____ Number of Chairs: _____ Microphone: Yes No

The rental fee plus Security Deposit must be paid in full upon the day of renting either the Multi-Purpose Center or Chapter Hall. Please submit a separate money order for the security/cleaning deposit. The Security/Cleaning Deposit will be returned if no damages are reported or found when the use of the facility is inspected. A refund check will be issued in two weeks.

PLEASE NOTE: RENTAL FEE IS NON-REFUNDABLE FOR A SCHEDULED EVENT.

Applicant's Signature: _____ Date: _____

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NAGEEZI CHAPTER USE ONLY

APPROVED BY: _____ DATE: _____

EQUIPMENT RENTAL FEE: _____ MONEY ORDER #: _____

SECURITY/CLEANING DEPOSIT: _____ CASH: _____

REFUND CHECK ISSUE DATE: _____ REFUND CHECK AMOUNT: _____

WAIVED: YES NO