

Arden Craft Shop Museum

1807-A Millers Road

Arden, DE 19810

302-475-3060

ardencraftshopmuseum.com

Bernie Schwab Community Room Rental Agreement

Date _____ **Renter's Name** _____

Contact (day) _____ (evening) _____

(cell) _____ (email) _____

Address _____

Gild or Organization _____

Contact Person at Event _____ **Cellphone** _____

Date(s) of Rental _____ **# in group** _____

Event type _____ **Hours of Rental** _____ **Fee** _____

ACSM Representative at Event _____

Fees are negotiable and based on availability, hours requested, and type of event. The basic fee is \$ 50.00 for a period up to three (3) hours.

The BSCR will be unlocked and locked by a representative of the ACSM. A key will not be given to renters. The building and grounds of the ACSM is a no smoking space.

Please remember that food and drinks are not allowed in the Museum Galleries.

Renters and their guests use these spaces at their own risk and absolve the Board of Directors and the Museum and Archives Committee of the Arden Craft Shop Museum of any responsibility. Renters will be responsible for any damages.

Renter _____
(please print) (please sign)

ACSM Representative

(please print) (please sign) **DATE** _____