



CEN-TEX HISPANIC CHAMBER OF COMMERCE
CHAMBER HALL RENTAL APPLICATION & FEE AGREEMENT

APPLICANT INFORMATION

Printed name: _____

Today's Date: _____

Driver's License #. _____ State _____

Home address: _____

City: _____ State _____ Zip _____

Home #: (____) _____ cell # (____) _____

Email: _____

Person to contact in case of emergency:

Name: _____ Phone#: _____

Are you a Chamber Member? If so name on membership: _____

EVENT INFORMATION

Date & Time Room Needed: _____

Event Description: _____

FEE AGREEMENT

Fee Description	Fee Amount	#	Total	Date	Cash Check Credit
Deposit	\$ 200	1	\$ 200		
Hall Rental Rental	\$ 80				
Board Room Rental	\$ 25				
Kitchen Fee	\$ 50				
Cleaning Fee	\$ 50	1	\$ 50		
Security Fee	\$ 20				
	TOTAL DUE				
	DEPOSIT PAID				
	BALANCE DUE				
	PAYMENT				
	PAYMENT				
	PAYMENT				
	PAYMENT				
	PAYMENT				
	PAYMENT				
	PAYMENT				
	PAYMENT				
	PAYMENT				
	PAYMENT				

- Total rental fees are due no later than 21 days prior to scheduled rental date.
- Maximum event capacity will not exceed 133 persons.
- Decorations will be limited to tables, no wall decorations allowed.

I have read the service contract and agree to all terms and conditions.

Signature: _____ Date: _____

Please fax this copy to (254) 754-3456 or send to info@wacohispanicchamber.com

Thank You for hosting your event at the Cen-Tex Hispanic Chamber of Commerce!