

KETCH PEN RENTAL AGREEMENT Lewiston Roundup Association

2100 Tammany Creek Road * Lewiston, Idaho 83501

208.746.6324 - office@lewistonroundup.com

TYPE OF EVENT

NAME

ADDRESS

PHONE #

FACILITIES NEEDED

BAR KITCHEN BOTH
 Rental is for the Ketch Pen area Only

DATE OF RENTAL

NUMBER OF PEOPLE ATTENDING

EVENT TIME

START

END

Bartender Needed:

*Please indicate arrival and closing time for bartending services.

Are the guests paying for their own drinks?

PAYMENTS

Damage Deposit - Refundable	\$ 200.00	Check required to confirm date
Rental	\$ 500.00	Due minimum 2 weeks prior
All beverage orders require a Two Week Notice		
		Brand
	QTY	
Keg Beer	\$ 300.00	\$ -
Special Request Keg		
Wine Request		\$ -

All beverage orders require a Two week notice

TOTAL Due Prior to Event Date

**** NO ALCOHOL** is to be brought onto the premises by outside party. All alcohol will be supplied by the Lewiston Roundup Association (LRA). Outside alcohol brought in by renter(s) or guest(s) will cause damage deposit to be forfeited. Special requests can be made for non-stocked alcohol items, i.e. champagne, etc., those items will only be brought in by the LRA at the renters expense upon availability with approval in advance.

**** Food, pop, water and other non-alcoholic items** may be brought in by renter(s) at their convenience and cost.

CLEAN UP TO BE DONE THAT NIGHT UNLESS APPROVED IN ADVANCE.

Signature

Date