

Town of Thorndike

**PO Box 10
125 Mt. View Rd.
Thorndike, ME 04986
Ph: 207-568-3655
Fax: 568-3653**

Table & Chair Usage Agreement

The cost to reserve and to use the tables and chairs is *\$50 for a resident of Thorndike, ME and *\$100 for a non-resident. (*These fee are fully earned.) If you do not end up using the tables and chairs; the fees will be returned to you within one week’s time of the reserved date.

Please make checks payable to: Town of Thorndike

Name/Organization: _____

Date(s) of Event: _____

Date of Pick/up: _____

Date of Return: _____

Number of Tables & Chairs: _____

Contact Person: _____

Telephone: _____

Address: _____

SPECIAL NOTES:

The following conditions must be met or you may be held liable for damages: all tables and chairs are returned that were reserved & the tables and chairs are cleaned and returned undamaged.

By signing this agreement, you verify that you have read, understand, and agree to abide by the Policies for Use of the Tables and Chairs owned by the Thorndike Town Office and, further, agree to the above stated deposit. **Requirement: provide proof of insurance for \$500,000 in liability coverage.**

Signature: _____ Date: _____

FOR OFFICE USE ONLY

Reservation Date: _____ Deposit \$ _____ Check # _____ Cash

Deposit Return Date: _____ / Proof of Insurance _____

Amount Withheld: \$ _____ Reason for withholding: _____

Approved by: _____ Approval Date: _____