

## Reservation Form For All Other Events

Event Date: \_\_\_\_\_ Hours: \_\_\_\_\_ Event Type: \_\_\_\_\_

Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Accommodations Needed:

(Must be completed 2 weeks prior to event)

Number of People _____	Round Tables _____
House _____	8 Foot _____
Pavilion _____	Chairs per Table _____
Church _____	Head Table _____
Front Porch _____	Flame Pots _____
Back Patio _____	

Caterer: \_\_\_\_\_

Set Up Arrival Time: \_\_\_\_\_

### Payments

Reservation Fee	\$ _____	\$ _____	Check #	_____
Rental Fee	\$ _____	\$ _____	Check #	_____
Security Fee	\$ _____	\$ _____	Check #	_____
Equipment Rental	\$ _____	\$ _____	Check #	_____
Total Fees	\$ _____			
Balance Due	\$ _____	\$ _____	\$ _____	

**NO ALCOHOL EXCEPT CHAMPAGNE AND/OR WINE FOR CEREMONIAL  
AND RITUAL PURPOSES FOR WEDDINGS ONLY.**

Name and phone number of the person responsible for clean up and trash removal.

\_\_\_\_\_

I agree to the rules of Gaither Plantation and accept full responsibility for clean up and trash removal.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_