



GIRL SCOUTS OF EASTERN WASHINGTON & NORTHERN IDAHO
Girl Scout Program Center Reservation Form

Girl Scout Rental Rates

Café	\$8.00/hour	Gym (does not include climbing wall)	\$20.00/hour
Arts & Craft Studio	\$8.00/hour	Overnight	\$150.00/night
Computer Lab	\$8.00/hour	Damage Deposit	\$75.00
Program Center – (Includes café, arts & craft, computer lab, gym. Does not include climbing wall)	\$40.00/hour	Climbing Wall – The climbing wall is NOT available for rental outside of regular Program Center hours.	\$25 for 10 girls \$2 per EACH additional girl

Rental Request Information

This form must be received by the Corporate Office 4 weeks prior to requested rental date.

Arrival Date: _____ Arrival Time: _____

Departure Date: _____ Departure Time: _____

Area to be used: _____ Special equipment requests: _____

Area to be used: _____ Special equipment requests: _____

Area to be used: _____ Special equipment requests: _____

Number of: BR _____ JR _____ CD _____ SR _____ Number of Adults: Female _____ Male _____

Number of Non-member: Girls _____ Boys _____ Adults _____

Adult in charge _____

Address _____ City _____ State _____ Zip _____

Phone (H) _____ Phone (W) _____ Service Unit # _____ Troop # _____

Required:

Registered Adult with Current First Aid/CPR Certification _____

Required for overnight activities:

Registered Adult with Stepping Out Training _____

I have read and am aware of all Safety-Wise requirements and will follow them on this activity. I also will ensure a vehicle for emergency transportation, permission slips and health histories for all participants. I understand a payment voucher will be mailed with confirmation of my reservation and payment will be due 2 weeks prior to my reservation dates.

Signature of Adult in Charge _____

<i>For Office Use Only:</i>			
Total Fee: _____	FA/CPR verified: _____	Stepping Out verified: _____	
Confirmation/Payment Voucher Sent: _____	Deposit Paid: _____	Rental Fee Paid: _____	
Insurance Paid: _____	Damage Deposit Returned: _____		

Submit Form to: GSEWNI, 1404 N Ash St, Spokane, WA 99201

www.gsewni.org (509) 747-8091, (800) 827-9478

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