



CCC Rental Application

Name: _____

Address: _____

Phone: _____

Mobile Phone: _____

Email: _____

Contributing Member? Yes _____ No _____

Date of Event: _____ Time: _____

Start-End: _____

Set-up Date/Time: _____ Clean-up Date/Time: _____

Estimated Attendance: _____ Age Group: _____

Caterer's Name/Contact: _____

Caterer's Insurance: _____

Rental Equipment Drop-off Date/Time: _____

Rental Equipment Pick-up Date/Time: _____

Will alcohol be served: Yes _____ No _____ (permit is required & insurance policy)

Type of Event:

_____ Wedding: (Member: \$1,000/Non-Member: \$1,500) \$ _____
_____ Rehearsal Dinner/Event (Member: \$500/Non-Member: \$1000) \$ _____
_____ Private Event (Member: \$500/Non-Member: \$1000) \$ _____
_____ Contributing Member Fee: (\$150/yr.) \$ _____
_____ Non-Profit Event: (\$75) \$ _____
_____ Rental deposit (50% of rental fee required with rental agreement) \$ _____
_____ Security Deposit per event: (Separate Check with Rental Agreement) \$500
_____ Advertised Public Event: (Open to the Chappy Community) \$ 0.00
_____ Meeting (for-profit organization
 1-50 people \$300
 51-90 people \$600
_____ Memorial Service: \$ 0.00

Grand Total: (Mail checks to: CCC, P.O. Box 2966, Edgartown, MA 02539) \$ _____

Additional Fees/Services:

Event charging admission: (30% of admission fee not to exceed \$200)

Yes _____ No _____

Cleaning Service Requested: (Billed to renter) Yes _____ No _____

Mosquito Spraying: (Billed to renter) Yes _____ No _____

Porta-Potties Required (2): (Billed to renter) Yes _____ No _____

Equipment available: (Check all that apply)

_____ 8ft tables (9) _____ Arm Chair (8) _____ Card Tables(2) _____ Square Table(1)
_____ Chairs (140) _____ Sofas (2)
_____ Projection Screen (1) _____ Audio/Video (must supply own equipment)
_____ refrigerator _____ microwave _____ dishwasher _____ gas stove

Rental fees:

\$5 each per table

\$2 each chair

Rental Agreement/Signature:

Renter hereby agrees to indemnify, defend, and hold harmless the CCC and its employees from and against any and all losses, claims, damage, liability, injury, compensation, expenses, including attorneys' fees incurred by the CCC arising from the use of the facilities by Renter or Renter's guests or invitees that results in injury or property damage.

Your rental application will be reviewed by the CCC Building Use Committee, and approval will be returned to you within 2 weeks. Rental will be considered confirmed with a signed agreement, security deposit, and 50% of the rental fee. Please make checks payable to CCC. Your signature below acknowledges that you have read, understood, and will abide by the CCC's Building Use Policy and Guidelines.

CCC Signature _____

Date _____

Renter's Signature _____

Date _____

Revised: March 5, 2025