

Furniture and Equipment Rental

The Scott House owns all rentals necessary for in-house events. Additional rentals are not permitted in the Scott House. It is the caterer's responsibility to set-up and breakdown all rentals. Any lost or damaged materials will be charged to the credit card number provided.

Please indicate below the desired rentals.

| <u>Description</u> | <u>Cost</u> | <u>No. available</u> | <u>No. requested</u> |
|----------------------------|-------------|----------------------|----------------------|
| Gold ballroom chairs | \$4 each | 50 | _____ |
| 6' rectangular tables | \$5 each | 3 | _____ |
| 5' round tables | \$8 each | 5 | _____ |
| 2' cocktail tables | \$8 each | 3 | _____ |
| Portable projection screen | \$5 | 1 | _____ |
| Podium with microphone | \$40 | 1 | _____ |
| Auxiliary speaker | \$10 | 1 | _____ |

Linen, glassware, china and flatware are available from Classic Party Rentals or through our preferred caterers. Please consult with Kelly Kerr to assure suitable delivery/pick-up times.

Additional rentals provided by _____

Delivery date _____ time _____

Pick-up date _____ time _____