

Rental Agreement

Date of Event: _____

Contact Information

Name: _____
Address: _____
Telephone: _____
Cell phone: _____
Fax: _____

Spaces being Reserved: _____

Projected Cost of Rental: _____

This is an agreement between _____ and the Miller Gallery, Carnegie Mellon University for the use of the gallery on _____ between the hours of _____ and _____ for the purpose of _____ . The projected cost of this rental will be _____ . Any changes to this agreement must be amended in writing.

Signature: _____ Date: _____

Miller Gallery: _____ Date: _____

Payment Information

Deposit:

Amount:	Date:
Cash/Check#:	

Amount:	Date:
Cash/Check#:	

Internal Use

Oracle #:	
Department:	
Business Contact:	Ext.



