

**THE ROCK BARN
CRESCENT FARM HISTORICAL CENTER
APPLICATION FOR USE**

Today's Date: _____

How did you hear about us? _____

Contact Person (Designate one person responsible for the event) _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Date of Function: _____ Purpose of Function: _____

Number of Attendees (Maximum Capacity-180/Fire Marshal Code-180): _____

Will you be renting equipment (chairs, tables, etc)? If so, our preferred rental partnership is with Atlanta's Event Specialists in Canton. Their contact information is 678.882.6797, atlantases.com.

All deliveries and pickups of equipment will need to be on the day of your event. Delivery and pickup times outside of your event day MUST be approved by the Venue Manager before scheduling.

Time of Use: (Begin) _____ (End) _____
(Listed times include actual set-up/break down time. The facility must be cleaned and empty by midnight.)

Alcoholic Beverages Served? _____

If you will be serving alcohol, you MUST call the Canton police at 770.720.4883 to hire a Canton police officer for the function.

Half of the rental fee is due to reserve your date. This is non-refundable if the event is cancelled. The other half of the rental fee and refundable security/damage deposit is due 60 days prior to your event.

I have read the rules and regulations for using the facility and fully accept the terms of this agreement and agree to abide by them and be financially responsible for any damage to furnishings, equipment, or the facility by anyone associated with this use.

Signature

Date

For more information, contact Lauren Chester, Rock Barn Venue Manager at 770-802-9557