

RILEY TOWNSHIP
13042 BELLE RIVER RD
RILEY TOWNSHIP, MI 48041
Phone (810)392-2326 FAX (810)392-2918

TABLES AND CHAIRS CHECK-OUT/IN

NAME: _____

ADDRESS: _____

PHONE: _____

NUMBER OF TABLES: _____

NUMBER OF CHAIRS: _____

CONDITION OF TABLES & CHAIRS AT CHECK-OUT: _____

I agree to return the tables & chairs in the same as or better condition in which they were checked-out. I agree to pay a \$100.00 deposit fee and understand this *may* be used to clean the tables & chairs returned dirty.

SIGNATURE: _____

CLEANING/CARE/STORAGE OF TABLES & CHAIRS:

The white polyethylene tables cannot be cleaned with an abrasive cleaner, use *Soft Scrub* or *dish soap* only. Do not slide tables across an abrasive surface.

Please store all tables and chairs out of the weather.

***** OFFICE USE ONLY *****

DATE OF CHECK-OUT: _____

CHECKED-OUT BY: _____

FEES: _____

DATE DUE BACK: _____

CHECKED-IN BY: _____

NUMBER OF TABLES RETURNED: _____

NUMBER OF CHAIRS RETURNED: _____

CONDITION RETURNED IN: _____

