



15 Franklin Street SW PO Box 667 Hutchinson, MN 55350
320-587-7278 www.hutchinsonarts.org info@hutchinsonarts.org

Hutchinson Center for the Arts – Equipment Rental

Thank you for your interest in renting equipment from the Hutchinson Center for the Arts.

Renter will agree to the following:

Flat Rate for day of event.

Deposit at time of contract (half of rental total)

Pick up and return of equipment within agreed time.

Proper use of equipment.

Rates (subject to change)

Cocktail Tables: \$25 each

Projector: \$65 per day

PA System: \$80 per day

Round Tables: \$10 each

Rectangle Tables: \$12 each

Chairs: \$1 each



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Date(s): _____ Time: _____

Pick Up (date & time): _____ Return (date & time): _____

Type of event: _____

Name of responsible party: _____

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

Cell # _____ email _____

Rates:

The above named persons agree to the following for renting the Hutchinson Center for the Arts:

Rate _____

Total amount of rental: _____

Deposit: _____ Date/Deposit Check #: _____

Remaining Balance: _____ Date/Final Payment Check #: _____

(Note: Deposit due at time of contract; Balance due on/or before event date)

I hereby agree to the rental contract as written.

Signature _____ HCA Representative _____

Date signed: _____ Invoiced Date: _____