



BOARD & TRAINING ROOM RENTAL (Members)

Organization: _____

Name of Renter: _____

Phone: _____ **Date of Rental:** _____

Number of People: _____ **Hours:** _____ **to** _____

Room: (Check One) South Carolina Bank & Trust Multi-Purpose Room _____
Tourville Board Room _____

Rate: One Half Day (9:00 a.m.-1:00 p.m. or 1:00 p.m.-5:00 p.m.) - \$25.00
All Day (9:00 a.m.-5:00 p.m.) - \$40.00

Equipment Available: TV, VCR, and Overhead Projector - No Cost
Multimedia Projector - \$10.00 Per Hour

- The Rooms and kitchen (if used) must be completely cleaned and arranged to their initial state. Trash must be removed and placed in the trash receptacle outside. Otherwise there is a clean-up fee of \$50.00
- No displays are to be removed from the Rooms at any time without prior permission of a Chamber staff representative.
- The renter agrees to indemnify the Orangeburg County Chamber of Commerce (OCCC) and holds it harmless from all damages, injuries, liabilities, losses and expenses incurred by any person or party in any way from renter's use of rental of the Rooms and equipment. The renter also releases the OCCC from all damages, injuries, liabilities, losses and expenses incurred by the renter in any way from its use of rental of the Rooms and equipment.
- Coffee with condiments is available @ \$6.00 per 12-cup pot.
- The Chamber does not supply ice nor have drink machines. These items will need to be brought in for your use and your guests to use.

Signature of Renter _____ Date: _____

Chamber Representative: _____ Date: _____