

# Cox Arboretum MetroPark

6733 Springboro Pike, Dayton, OH 45449

phone: 937-434-9005 fax: 937-438-1221

website: www.metroparks.org

## Chair Rental Agreement Weddings

If you are reserving the Edible Landscape Pavilion or the Crab Apple Allée, wooden garden benches are provided that will seat 16-24 people. If you wish additional seating, the requirements are below:

1. Chairs must be rented through a rental company.
2. A \$250.00 refundable security deposit and this signed agreement are required 30 days prior to your event date when chair rental service is being used.
3. No more than 200 chairs may be brought into the area.
4. You are responsible for delivery and pick up of the chairs.
5. Cox Arboretum accepts no responsibility for chair delivery, setup or pick up.
6. Chairs may not be delivered and setup any earlier than the actual start time of your reservation period.
7. Chairs must be picked up at the end of your reservation time.
8. You will be responsible for the delivery and setup. Please make sure that someone from your party is here for delivery and pickup.
9. Any deviation from the above will result in loss of your Security Deposit.
10. If all of the above conditions are met, your Security Deposit will be returned.

I have read, understand and agree to honor the above guidelines. I will be renting chairs for the ELG or Crab Apple Allée. Enclosed with this agreement is my \$250.00 deposit. I understand that this deposit will be returned if the guidelines above are met.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone number

Reservation Date: \_\_\_\_\_

Number of chairs being rented: \_\_\_\_\_

Rental Company Providing Chairs \_\_\_\_\_

***Please return this form with your \$250.00 deposit no later than 30 days prior to your event.***