

The Henderson Business Resource Center is a non-profit organization under the Henderson Chamber of Commerce Foundation; designed as a business incubator to strengthen and diversify the local economy.



HBRC Rental Agreement - Seminar Room, Conference Room, Hoteling Suite

HBRC SEMINAR ROOM is equipped with tables and chairs, 70" HDTV for presentations, Wi-Fi, a white board, marker and eraser and can accommodate between 30-35 people.

HBRC CONFERENCE ROOM is equipped with tables and chairs, Wi-Fi, a white board, marker and eraser and can accommodate up to 12 people.

Rates:	Chamber Member		Non-Member	
	<u>4 Hours</u>	<u>8 Hours</u>	<u>4 Hours</u>	<u>8 Hours</u>
Seminar Room	\$100	\$200	\$200	\$400
Conference Room	\$75	\$150	\$150	\$300

This Rental Agreement is made on _____ between the Henderson Business Resource Center (112 S. Water Street, Suite 100, Henderson, NV 89015) and (Renter Name) _____

representing (Renter Company Name) _____

Phone _____ Email _____

Address _____ City _____ State _____ Zip _____

Please mark the room you are requesting: Seminar Conference Hoteling Suite

Additional Rental items: Flip Chart (\$10) Projector (\$50 per hour with drivers license held as a "deposit")

Date Needed _____ for _____ hours. **Amount due per selections above \$** _____

Renter agrees to the following conditions:

1. No smoking in the seminar room or building
2. Payment of materials used or additional items rented due at signing.
3. Any damage to the room, equipment or building interior will be charged to renter at cost of repairs and any loss of use.
4. Non-refundable deposit of 50% is due with this Agreement.

Renters Signature _____ Print Name _____

Credit Card# _____ Security Code _____ Exp _____

Name on card (Please Print) _____

OR If paying by check, make check out to Henderson Chamber of Commerce Foundation and mail to Henderson Business Resource Center, 112 S. Water Street, Henderson, NV 89015

Office Use: Received By _____ **Date** _____

Please contact Damon Hunter to verify availability or with any questions at 702.209.3967
Once availability is confirmed, email this form to DHunter@HendersonChamber.com