

# OUR LADY OF PEACE CHURCH

10950 Main Street  
Clarence, New York 14031  
(716) 759-8554

## MSGR. HAMMERL PARISH CENTER RENTAL FORM

Renter's Name: \_\_\_\_\_

Renter's Address: \_\_\_\_\_

Rental Date: \_\_\_\_\_ Renter's Phone No.: \_\_\_\_\_

Hall Rental: # \_\_\_\_\_ People \$ \_\_\_\_\_

Bar Service for \_\_\_\_\_ Hours \$ \_\_\_\_\_ Per Person \$ \_\_\_\_\_

Table Linens @ \$2.00 per \_\_\_\_\_ Tables \$ \_\_\_\_\_

Coffee & Tea (sugars, Creamers) 0-100 (\$15-\$25) 100+ (\$25-\$50) \$ \_\_\_\_\_

Paper Products 0-100 \$ \_\_\_\_\_ (\$20 - \$40) 100+ (\$40 - \$60) \$ \_\_\_\_\_  
(Cups, Napkins, Plates, Plastic Silverware)

Other: \_\_\_\_\_ \$ \_\_\_\_\_

Total: \$ \_\_\_\_\_

Down Payment: ½ payment down when signing contract  
The balance of payment is due one week  
Prior to the event. \$ \_\_\_\_\_

Security Deposit: \$100.00 deducted from final payment (100-300  
People) Final payment due one week prior  
To the event) \$ \_\_\_\_\_

Balance Due: \$ \_\_\_\_\_

### TO BE COMPLETED BY OFFICE PERSONNEL

RECEIVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE SECURITY DEPOSIT RETURNED: \_\_\_\_\_