



COMMUNITY FOUNDATION
OF TETON VALLEY

Community Foundation of Teton Valley

Equipment Rental Agreement

The Community Foundation of Teton Valley offers free rental of all tents, folding chairs and tables to Teton Valley nonprofits and governmental agencies for official nonprofit/government use only. This equipment was made possible through a generous grant provided by the Teton Springs Foundation in order that the Community Foundation of Teton Valley might be able to provide free access to said equipment for all nonprofits. To that end, we ask that organizations seeking rental of this equipment please adhere to the following rules.

EQUIPMENT RENTAL GUIDELINES

1. Equipment rentals must be made online at www.cftetonvalley.org under the For Nonprofits drop down menu on the homepage a minimum of **48 hours in advance** of the proposed pick up date. Please select the Equipment Reservations item from this menu and you will be redirected to the appropriate page. Follow the directions provided to submit your reservation using our online submission form.
2. All equipment for rent is to be used by **nonprofits and governmental agencies only** for official functions of the renting organization. Equipment is NOT to be used for personal or for-profit business functions.
3. Pick up and drop off of rented equipment must be scheduled with the Community Foundation of Teton Valley office by calling 208-354-0230 or via email to dbanks@cftetonvalley.org.
4. Upon return of rented equipment all items will be inspected by Community Foundation of Teton Valley staff.
5. All rented equipment must be returned clean and dry with no damage outside of normal wear and tear.
6. Organizations renting equipment will not intentionally alter or disfigure rented equipment.
7. It is the responsibility of the organization renting equipment to report any damage to said equipment to the Community Foundation of Teton Valley. Damages outside of regular wear and tear will be the financial responsibility of the entity renting the equipment.
8. The Community Foundation of Teton Valley is not liable for any loss, damage or bodily injury that may result from the use of rented equipment.
9. A charge for late return of rented equipment will be assessed and may include expenses incurred by the Community Foundation of Teton Valley in locating and recovering equipment.

This Equipment Rental Agreement is effective as of the date of pick up, _____ through the return date, _____ made between _____, and the Community Foundation of Teton Valley.

Equipment & Quantity to Be Rented:

	10 x 10 Pop Up Tent (2)
	20 x 20 Frame Tent (1)
	20 x 20 Pole Tent (1)
	20 x 40 Pole Tent (1)
	4 Ft. Rectangle Tables (7)
	8 Ft. Rectangular Tables (17)
	Metal Folding Chairs (19)

Renter Signature

Date

Printed Name

Title

Community Foundation Representative
Signature

Date