# Presidio of Monterey
# Outdoor Recreation Equipment Checkout

## Party Package Reservation Form

Today's Date ____/____/____ ASSISTING STAFF MEMBER: _____

1st Rental Date ____/____/____ Equipment Return Date/Time: _____/_____

**$50 cleaning deposit obtained on date: _____ Taken by (ODR staff name): _____**

Sponsor Name _____ Rank _____ Branch _____
Military ID # _____ Expiration Date ____/____/____ Unit/Organization _____
Address _____ City _____ State ____ Zip code _____
Phone (  ) ____-_____ Alternate Phone (  ) ____-_____ Fax (  ) ____-_____
Email Address _____

- Sponsor must be an authorized patron of FMWR Activities.

| Item | *First Day* | *Daily After 1st Day of Rental* | *Total* |
|---|---|---|---|
| Propane BBQ Grill | $100 | $35 X ____ Days = $ _____ | **$** |
| Charcoal BBQ Grill | $90 | $30 X ____ Days = $ _____ | **$** |
| Canopy 10x10 ft w/ sides & front | $100 | $35 X ____ Days = $ _____ | **$** |
| Canopy 10x10 ft w/o sides & front | $90 | $30 X ____ Days = $ _____ | **$** |
| 8 ft Tables | $15 | $3 X ____ Days = $ _____ | **$** |
| 6 ft Tables | $10 | $3 X ____ Days = $ _____ | **$** |
| Folding Chair | $3 | $2 X ____ Days = $ _____ | **$** |
| | | | |
| | | | |

**Total Rental Fees: $_____**

Describe any equipment issues here prior to checking out: _____

_____

Date Out ____/____/____ Staff Initial _____ Date In ____/____/____ Staff Initial _____

I will comply with rental policies and return the items in the same condition in which they were issued. I have checked all the property and all problems are listed above. I will pay for damages or lost items and/or a $75 cleaning fee for items returned dirty. The undersigned further agrees to indemnify and will hold harmless DFMWR from any and all costs, charges, claims, demands and liabilities of any kind arising from the use of, participation in, or involvement with DFMWR facilities, equipment, services and or programs.

Signature _____ Date ____/____/____



Updated: 18 December 2020

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**Party Package Policy, Agreement & Release Liability**

*Policy*

- No refunds on any rentals returned unused.
- Cancellations of reserved equipment will not be refunded.
- Gear returned with damages will be charged applicable fees.

*Agreement and Release Liability*

- I am aware that the activities performed with the equipment I am renting can be hazardous with an inherent risk. I am voluntarily participating in these activities with full knowledge of the dangers involved and agree to accept all risks of loss, injury or death.
- I have inspected the equipment I am renting and agree it is in correct working condition and that I understand the proper use of the equipment.

*Damage Release Form*

I, _____, have inspected the equipment I am renting from ODR. The equipment I am renting is free from rips, tears, burn marks, holes, dings, dents, etc., and is in good working condition unless otherwise noted below. I will assume all responsibility for this equipment and am prepared to pay for all applicable fees if I return the equipment late or damaged.

By signing below I hereby agree to the above statements regarding rental policy, agreement, liability and damages.

Signature _____ Date ____/____/____

*Equipment Numbers and/or Sizes*

_____

_____

_____

*Note all damages below.*

_____

_____

**OUTDOOR RECREATION**

2558 Mason Road, Bldg 842 • Presidio of Monterey, CA 93944

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Updated: 18 December 2020