



# LANSING PARKS AND RECREATION INFLATABLE RENTAL REQUEST: INFLATABLE SLIDE

## Rental Request Details

Today's Date: \_\_\_\_\_

Name and Address of Requesting Organization/ Responsible Agent: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Alternate Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Event Date:** \_\_\_\_\_ **Event Location:** \_\_\_\_\_

**Event Title and Description/Purpose:** \_\_\_\_\_  
\_\_\_\_\_

**Location on site the inflatable is to be set up:** \_\_\_\_\_

**Best place on site to park & unload:** \_\_\_\_\_

**Best place on site to park the truck after unloading:** \_\_\_\_\_

Time you would like the inflatable up and running: \_\_\_\_\_ to \_\_\_\_\_

(Staff will show up 30min before start time to set up inflatable and will take down after the allotted rental time)

	Resident Use within City Limits	Non-Resident Use or Resident Use outside City Limits	
Two hour rental	\$250	\$375	Amount Due: _____
Additional hour	\$75/each x _____	\$100/each x _____	
Total			

## Rental Agreements

I, \_\_\_\_\_, agree to provide two(2) separate 20amp, 110volt outlets **ON SEPARATE CIRCUITS**, within 100 feet of the inflatable, or provide my own generator to provide power for this inflatable. I agree that if there is not sufficient power supplied by myself/organization to run this inflatable, that Lansing Parks and Recreation is not responsible to provide me with power of any kind unless otherwise agreed upon in a separate agreement.

\_\_\_\_\_  
*Signature of Representative*

I, \_\_\_\_\_, agree to be responsible for the conduct of our group and for damages to the equipment I am renting. I also agree to arrange operation times with Lansing Parks and Recreation staff and to notify the staff of any significant change. I understand that failure to meet any of these obligations may result in charges to cover damaged equipment, cancellation of reservations and denial of any future rental privileges.

\_\_\_\_\_  
*Signature of Representative*

**Refund Policy** – 30 Days prior to use, full refund, less \$10 service charge. Within 30 days to use, no refunds. Full refund for inclement weather as long as canceled an hour before event. **Cancellation Phone # 517-881-1919;**

Return to: Schmidt Community Center, Attn: Marcus Wells 5825 Wise Rd Lansing, MI 48911  
Phone: 517-483-4290 or Fax: 517-882-3457 or email to: [marcus.wells@lansingmi.gov](mailto:marcus.wells@lansingmi.gov)

### Office Use Only

#### Staff Assigned

Driver: \_\_\_\_\_

Attendant#1: \_\_\_\_\_

Attendant#2: \_\_\_\_\_

Attendant#3: \_\_\_\_\_