



12916 168th Ave. Grand Haven, MI 49417
(616) 846-6240 Fax (616) 846-5155

www.wmlar.com

**POLICY FOR
CLASSROOM RENTAL**

Effective 6/2004

Rental Policy
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FOR – Classroom Facility at WMLAR Headquarters
12916 168th Ave, Grand Haven MI 49417
616.846.6240 Fax: 616.846.5155

WHO CAN RENT – WMLAR Members & Affiliates
-subject to availability-

Complete the following and return to Lori at Association Headquarters.

OFFICE _____

CONTACT _____

PHONE (____) _____ **FAX (____)** _____

REQUESTED DATE _____ **TIME** _____

CANCELLATION POLICY – 48 hours notice is required to cancel. Failure to do so, you will be billed 50% of the rental normally due.

COST – Select one

___ \$65.00 ½ day

___ \$125.00 full day

Coffee is available as follows – Indicate quantity needed on appropriate line

___ \$20.00 Urn – 55 Cups (only available as Regular)

___ \$4.00 Per 10 Cup Pot

___ Regular

___ Decaf

***You may bring in food or snacks, as the Association does not provide this service.**