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### Nonprofit and Community Outreach Rental Application

Date of Application: \_\_\_\_\_ Date of event(s)/activity center use: \_\_\_\_\_

Booking Time (includes set-up and breakdown/cleaning):

Start: \_\_\_\_\_ End: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Nature of the event/activity for the facility use and description of how the event benefits the Gem of the Hills and/or the community at large. (Use back of form if necessary.)

\_\_\_\_\_  
\_\_\_\_\_

Number of Attendees: \_\_\_\_\_

Selling items/charging tickets:  Yes  No If "Yes," specify: \_\_\_\_\_

Contact person and person taking responsibility of the use of the activity center:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Phone # 1: \_\_\_\_\_ Phone #2: \_\_\_\_\_

Address: \_\_\_\_\_

**I have read the Guidelines for Rental of Gem of the Hills Activity Center and agree to all of the policies and procedures.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Staff Use Only

Approved:  Rental  Rate

Approved by: \_\_\_\_\_  
Board member signature

Notes: