



OUR LADY OF THE MOUNTAINS

A ROMAN CATHOLIC PARISH IN THE ARCHDIOCESE OF ATLANTA

1908 Waleska Highway 108 • Jasper, Georgia 30143 • USA

706-253-3078 • www.olmjasper.com

Barn Reservation Request Form

Today's Date _____

Name (Individual, Business, or Organization) _____

Person(s) Responsible if Business or Organization _____

Address _____

Primary Phone # _____ Alternate Phone # _____

Email Address _____

Purpose of Function _____

Beginning Date _____ Ending Date _____

Beginning Time _____ Ending Time _____

Time frame should include actual set-up/clean-up time. You must be out of the building by 11:00 p.m.

Number of Attendees (including Host) _____

Capacity: 104 persons on the main floor; 64 persons per classroom.

I have read the *Barn Use Policy and Guidelines* for using the Barn and fully accept the terms of this agreement and agree to abide by them and be financially responsible for any damage to furnishings, equipment, or the facility by anyone associated by this use.

Signature

Date

(Office Use Only)

\$250.00 Cleaning Deposit (Refundable)

Date Paid _____ Check # _____ Amount _____

\$ 50.00 Deposit for Key (Refundable)

Date Paid _____ Check # _____ Amount _____

\$ 30.00 Fee for One-Time Kitchen Use or \$10.00 Fee per Day for Overnight Kitchen Use

Date Paid _____ Check # _____ Amount _____

\$ 15.00 Fee for Cleaning Supplies

Date Paid _____ Check # _____ Amount _____

\$ 50.00 Fee for Facility Service

Date Paid _____ Check # _____ Amount _____

\$150.00 Optional Fee for us to clean, excluding trash, dish, and food removal

Date Paid _____ Check # _____ Amount _____

Approved by / Refused by _____ Date _____

Date Requester Notified _____

Signature of OLM Representative

Date