

CONSENT FORM FOR USE OF CCEC MEETING ROOM

We are delighted to offer the use of our facilities for your function. The fee for the use of our meeting room is \$100 and payable in advance. The proceeds go to the annual fund-raising efforts of the cooperative's American Cancer Society "Relay for Life" team.

Please have a representative of your organization complete the form below and return with your donation to Customer Service Representative, **Shanon Harris**, at the address below before the date of your function.

Reservations for our meeting room are first-come, first-serve.

I, _____, representing _____ (organization) request that Carteret-Craven Electric Cooperative allow the use of its meeting room on _____ (date), from (time) _____ until _____. The fee for the use of the meeting room is \$100*.

**This is a tax-deductible donation. Please make your check payable to the American Cancer Society Relay for Life.*

I understand that the tables and chairs are available for my organizations use but will not be set up or taken down by CCEC. My organization will leave the facilities as they were upon arrival. I also understand that there are to be no alcoholic beverages allowed on the premises and that no smoking is allowed in the building. I accept liability for any CCEC property that may be damaged or broken as a result of our occupancy.

Further, I understand that I will be allowed access to the meeting room and hall bathroom areas only. All other areas will be alarmed by a security system, which could be activated by leaving the assigned area. If a cleaning crew is present I, nor any attendees of our meeting, will interfere in any way with their work.

The doors will automatically unlock 15 minutes prior to your meeting time. If have any problems please call 252-247-3107 and emergency dispatch will contact the supervisor on call.

signature

date

phone number

If you have any questions, call 252-247-3107.