

HINDU TEMPLE AND CULTURAL SOCIETY OF USA, INC. (HTCS)
 Sri Venkateswara Temple (Balaji Mandir) and Community Center,
 1 Balaji Temple Drive, Bridgewater, NJ 08807
 Office Phone: (908) 725-4477. www.venkateswaratemple.org

Application For a permit to use HTCS Facility

(Please read HTCS Rules and Regulations for complete details and before signing)

Name or Group:		Phone:	
Address:		e-Mail:	
Event Date and Day	From:	To:	
Rehearsal Date and Day (Depends on availability, not guaranteed)	From:	To:	
Purpose:	Number of Guests:	Admission Charges: (Y/N)	

Caterer: Temple Cafeteria (Y/N) If No, Caterer Name & Address	Ph:	Liability Insurance (\$1M) (Y/N) Security Payment Authorization form signed:d: (Y/N):
Decorator: Name & Address:	Ph:	Liability Insurance (\$1M) (Y/N) Security Payment Authorization form signed:d: (Y/N):

Liability Insurance: "Hindu Temple and Cultural Center of USA, Inc." is to be named as "Additional Insured" on the policy for the coverage to be acceptable. If the sponsoring group already has a policy in these amounts, HTCS must be added as an "insured party" for those dates the event will be held at HTCS facility.

Caterer: Extra Hours for set-up	Day & Date	From:	To:
Decorator: Extra hours for Decoration	Day & Date	From:	To:

Attach list of material entering facility: Flame retardant material only allowed:

Please check "X" on all the rental facility name(s).

Kalyana Mandapam	Banquet Hall	North Hall	South Hall	Class room 2	Class room 3	Auditorium. Balcony + Audio Equip included in rental	Audio Equipment Tech (Extra Charges)	Table + chair set-up & removal (extra charges)	Decoration or Rehearsal

Total rental charges will be calculated depending upon the facility rented, week day/weekend, rehearsal time and extra hours. You may be asked to sign an authorization form to charge to your credit card for any unpaid balance, to cover any damages to the Temple Property.

I received a copy of or was directed to read on temple website the document "RULES AND REGULATIONS GOVERNING THE USE OF HTCS FACILITIES". I agree to abide by the rules and regulations of HTCS. This signature releases HTCS from any responsibility for accidents, injuries or loss of personal property.

Renter Signature & Date