



## Studio 210 Room Reservation

Today's date: \_\_\_\_\_

Reservation taken by: \_\_\_\_\_

Member's name: \_\_\_\_\_

Phone number: \_\_\_\_\_

email: \_\_\_\_\_

Date(s) of reservation: \_\_\_\_\_ to \_\_\_\_\_

Times: \_\_\_\_\_ to \_\_\_\_\_

### Room(s) being reserved:

\_\_\_ Exhibition Room \_\_\_ Drawing Room

\_\_\_ Aqua Room (shared room when reserving Exhibit or Drawing room)

Notes: \_\_\_\_\_

\_\_\_\_\_

I am ok if another artist is scheduled in Studio 210 during this same time. \_\_Y\_\_N

### Deposit

\$25 Paid by \_\_\_ check. \_\_\_ cash. \_\_\_ credit card

### Room reservation payment, paid up front (based on artist's use and benefit status)

\$\_\_\_\_\_ paid by. \_\_\_ check. \_\_\_ cash. \_\_\_ credit card

Square Sku used \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

Member signature: \_\_\_\_\_

\$25 deposit and upfront payment (if any) returned in full if reservation is cancelled a full 48 hours before your reservation. \$25 deposit is returned after room is inspected after use. Please leave room the way you found it. Artists must have all attendees sign an approved general release form on behalf of AIH / Studio 210.