



Equipment Request Form

Your Name: _____ Phone: _____

Email: _____

Billing Address: _____

Event Name: _____

Event Date: _____

Event Address: _____

Describe Event: _____

Set Up Date & Time _____ Tear Down Date & Time _____

Equipment:

Item	Qty.	Cost per day	Qty. Requested
1 Speaker Sound System w/ wireless microphone	2	\$75	
2 Speaker Sound System w/ 2 wireless microphones	1	\$125	
300 seat bleacher (45'x18'x11.2')	3	\$250	
375' metal barricade fencing (7'.5" each)	50	\$200 or \$5 each	
Generator (8000W)	1	\$90	

All items have additional delivery fee of

Bleacher transportation fees*:

\$100 for the first hour + \$20 for each additional 15 minutes

\$2/mile

(*unless you have the ability to transport the bleachers with an F-250 type truck and military pintle hitch)

Additional Information

- Rental fees must be paid prior to the event
- Items requiring delivery will be charged \$25, which includes 45 miles round trip drive. Additional mileage \$.60/mile.
- Certificate of insurance listing the 'West Michigan Sports Commission' as a Loss Payee must be submitted prior to the event

I agree to provide the certificate of insurance form, payment of the equipment rental and delivery fees, and to the 'you break it you replace it' with exact or better item.

Signed: _____ Printed: _____

Date: _____

Checks and certificates of insurance must list 171 Monroe Ave NW, Ste 545 Grand Rapids, MI 49503 as the address. Emailed certificates are accepted to ktigchelaar@westmisports.com