

APPLICATION TO RENT

MANSION AT STRATHMORE

Name: _____
 Organization, if applicable: _____
 Address: _____
 Home phone: _____
 Office phone: _____
 Cell phone: _____
 Facsimile: _____
 E-mail: _____

Date(s) requested: _____

Alternate date(s): _____

Please give the name and a short description of your proposed event:

Length of Event: _____

Number of Guests: _____

Guests to arrive: _____ a.m. / p.m.

This event will be: _____ by invitation only
 _____ other - please explain:

Are there any special pre- or post- events beyond the main event? ___ Yes ___ No

If yes, please explain:

Are there any dignitaries, VIP's, etc. anticipated to attend? ___ Yes ___ No

If yes, please list names, office held, etc.:

APPLICATION TO RENT

Event Presenter is: ___ Individual (i.e., private social event – wedding, etc.)
___ Partnership
___ Corporation
___ Other, please explain:

Name, title, address, and telephone number of person signing contract:

If presenter is a corporation / partnership, please complete the following

Federal Identification Number: _____
State in which corp./ part. is incorporated: _____

Names of President _____
Vice President(s) _____
Financial Officer _____

or

Names of Partners: _____

Please Return This Application to Rent to:

Mansion at Strathmore
Attn: Carol Maryman
10701 Rockville Pike
North Bethesda MD 20852-3385

(facsimile (301) 530-9050 / email rentals@strathmore.org)

For further information, please call us at: (301) 581-5166 or visit www.strathmore.org