



LANSING PARKS AND RECREATION INFLATABLE RENTAL REQUEST: INFLATABLE SLIDE

Rental Request Details

Today's Date: _____

Name and Address of Requesting Organization/ Responsible Agent: _____

Phone Number: _____ Email: _____

Name of Alternate Contact: _____ Phone Number: _____

Event Date: _____ **Event Location:** _____

Event Title and Description/Purpose: _____

Location on site the inflatable is to be set up: _____

Best place on site to park & unload: _____

Best place on site to park the truck after unloading: _____

Time you would like the inflatable up and running: _____ to _____

(Staff will show up 30min before start time to set up inflatable and will take down after the allotted rental time)

| | Resident Use within City Limits | Non-Resident Use or Resident Use outside City Limits | |
|-----------------|------------------------------------|---|-------------------|
| Two hour rental | \$250 | \$375 | Amount Due: _____ |
| Additional hour | \$75/each x _____ | \$100/each x _____ | |
| Total | | | |

Rental Agreements

I, _____, agree to provide two(2) separate 20amp, 110volt outlets **ON SEPARATE CIRCUITS**, within 100 feet of the inflatable, or provide my own generator to provide power for this inflatable. I agree that if there is not sufficient power supplied by myself/organization to run this inflatable, that Lansing Parks and Recreation is not responsible to provide me with power of any kind unless otherwise agreed upon in a separate agreement.

Signature of Representative

I, _____, agree to be responsible for the conduct of our group and for damages to the equipment I am renting. I also agree to arrange operation times with Lansing Parks and Recreation staff and to notify the staff of any significant change. I understand that failure to meet any of these obligations may result in charges to cover damaged equipment, cancellation of reservations and denial of any future rental privileges.

Signature of Representative

Refund Policy – 30 Days prior to use, full refund, less \$10 service charge. Within 30 days to use, no refunds. Full refund for inclement weather as long as canceled an hour before event. **Cancellation Phone # 517-881-1919;**

Return to: Schmidt Community Center, Attn: Tim Galbreath 5825 Wise Rd Lansing, MI 48911
Phone: 517-483-4290 or Fax: 517-882-3457 or email to: **Tim.Galbreath@lansingmi.gov**

Office Use Only

Staff Assigned

Driver: _____

Attendant#1: _____

Attendant#2: _____

Attendant#3: _____



INFLATABLE RENTAL

WHAT TO EXPECT WITH YOUR RENTAL

- We will do all of the work! Each inflatable comes with 2-4 staff to set up, monitor, and take down!
- Staff will show up at least 30 minutes before your scheduled start time, to set up and will have the inflatable up by your start time.
- All inflatables will only be set up on grass. Make sure the area you choose will fit the inflatable(s) you have rented.
- Please clear the area of sticks, animal waste, rocks and anything else that may damage the equipment.
- All participants must wear socks to get on the inflatables. Participants are not allowed on equipment without socks or with shoes on.
- You must provide power for all inflatables! Two separate circuits are needed to run equipment. Typically this means outlets in two different areas of a house or building. Generators can be used instead if need be (we do not provide generators). Outlets cannot be more than 100 ft away from inflatables. .
- If there is bad weather on the day of your rental and it is planned to be outside, you may call to cancel for a full refund (no service charge) only if you call one (1) or more hours before your planned start time.
Call:517-881-1919

**For more information call 517.483.4290 or send an email
to: Tim.Galbreath@lansingmi.gov**