



GLENDALE AIRPORT CONFERENCE ROOM

Maximum Room Capacity - 36 People & Chairs

Rental Fee: **PAID IN ADVANCE PRIOR TO USE / Rental Hours: AS AVAILABLE**
Normal Day(s) & Time(s) of Usage: **Monday through Saturday**
8:00 AM – 8:00 PM

<u>Facility</u>	<u>Aviation</u>	<u>Non-Aviation</u>
Full day - 8 Hrs	\$40.00 + tax (\$41.36)	\$50.00 + tax (\$51.70)
Half day - 4 Hrs	\$20.00 + tax (\$20.68)	\$25.00 + tax (\$25.85)
<u>Additional Hrs or Hrly:</u> \$ 7.00 + tax = \$ 7.24		
(Room Charge Tax: 3.4%)		

Cancellations need to be made at least 24 hours prior to the scheduled reservation.

THERE IS NO MOVING OF TABLES OR GLASS TOPS
NO EXCEPTIONS

White Board: Use Only The Special Markers Provided By The City
Do Not Use Permanent Markers Or Tape On The Board

Damage To Board/Tables/Glass Tops/Or Facility: Financial Responsibility Of Renter

Renter Information: **Fill Out Information Completely**

Reservation Date: _____ **Time:** _____

Company: _____

Address: _____

Phone: _____ **Fax:** _____

Contact: _____

Contact email: _____

Event: _____

Number of People Attending: _____

Check One: Full Room: _____ **Half Room:** _____

Full Day: _____ **Half Day:** _____

TOTAL DUE: _____

PLEASE RETURN THIS FORM WITH PAYMENT TO:

Glendale Municipal Airport

6801 N. Glen Harbor Blvd., #201, Glendale, Arizona 85307

OFFICE: (623) 930-2188 / FAX: (623) 872-1278

*****CONFERENCE ROOM USERS ARE RESPONSIBLE FOR THEIR OWN CATERING, SUPPLIES, ETC.*****