



# CITY OF JEFFERSONTOWN COMMUNITY CENTER

**JEFFERSONTOWN COMMUNITY CENTER  
10617 TAYLORSVILLE ROAD • JEFFERSONTOWN, KY 40299**

## **KENTUCKY ROOM RENTER REQUEST FORM**

**PLEASE RETURN FORM 2 WEEKS PRIOR TO RENTAL DATE**

Rental Date: \_\_\_\_\_ Room: \_\_\_\_\_

Renter Name: \_\_\_\_\_ Renter Phone: \_\_\_\_\_

<b>ITEM</b>	<b>QUANTITY AVAILABLE</b>	<b>RENTAL FEE</b>	<b>QUANTITY REQUESTED</b>
Tables - 5' rounds	10	No Charge	
Tables - 8' rectangle	10	No Charge	
Tables - Bistro 32" x 42"	4	No Charge	
Chairs	75	No Charge	
Lattice - 7' tall bi-fold	1	No Charge	
Stage Units - 6' x 8'	2	No Charge	
Table and Chair Setup*	-	\$100.00	Yes / No
Screen and Projector	1	\$50.00	Yes / No
Wired Microphone	1	\$50.00	Yes / No
4 Channel Mixer	1	\$75.00	Yes / No

\*Please include a diagram of table and chair placement. Use the back of this sheet if necessary.

Return to:  
Jeffersontown City Hall  
10416 Watterson Trail  
Jeffersontown, KY 40299  
Attn: Deborah Schneider  
(502) 267-8333