

Costume & Bow Banner Check Out Form

Instructions and Policies

- We do not reserve types of costumes. We will make every effort to give each troop one popular type based on what is available at the time of pick up.
- Costumes will be available on a weekly basis: Check out on Thursday/Friday, return by Tuesday.
- Check out will be limited to no more than 2 weeks at one time in order to give all troops the opportunity to use the costumes.

Contact Information

Adult Name:

Troop Number:

Service Unit:

Phone (home):

Phone (cell):

Email Address:

Rental Information (Circle Item). Deposit payment must be made separately from non-refundable fee.

Item	Rental Fee	Deposit per item	QNTY	TTL Dep
COOKIE COSTUME	\$0	\$25		
COOKIE BOW BANNER	\$0	\$150		
				TOTAL DEP:

Deposit Payment Information

Check Number(s) and \$ amounts:

Credit Card Number:

Exp:

CVV on back:

Deposit: \$

Pick Up Date:

Date Due Back:

****If equipment is not returned by due back date, deposit will be forfeited or card charged****
****If equipment is returned damaged or incomplete, deposit will be forfeited****

Signature:

Date:

For Office Use Only

Types of costumes checked out:

Checked out by & Date:

Checked in by & Date:

Acct Coding: 10-5350-320-1300-9999-LOC-3

Revised 1/4/17