

CALVIN DINING SERVICES

Equipment and Supplies Rental Policy

- All requests must be handled through the Knollcrest Dining Hall, please call 6-7311, or e-mail JLH8@calvin.edu
 - Requests must be made one week prior to date of equipment pick-up.
- All equipment must be returned cleaned and undamaged within 24 hours, by noon the next day to Knollcrest Dining Hall.
 - Rented grills must be returned cleaned out. (Note: please dispose of charcoal properly in garbage bins and DO NOT dispose of charcoal on ground.)
 - The deposit will be withheld if these conditions are not abided by.

Name of Residence Hall or Organization: _____

Contact Person: _____

Email Address: _____

Account Number: _____ **Phone Number:** _____

Items Requested: _____

Date and Time of Pick-up: _____ **Return:** _____

Total Charges: _____ **Deposit and/or Meal Card:** _____

Authorization Signature (RD) & Date: _____