



MICHIGAN GARDEN CLUBS, INC.

Site Contract

Chairman of the day _____

Phone _____ email _____

Site _____

Contact Person: _____

Address _____ Phone _____ email _____

Agrees to reserve the site on _____

Fee/deposit required for reserving site _____

This fee/deposit will be subtracted from the final bill _____yes _____no

The complete price of each meal **including gratuity** _____

Time of the meeting _____ to _____

Date for final reservation count: _____

Will there be additional meals available for last minute attendees? _____

Equipment needed for the meeting: _____

Site Contact: _____ Date: _____

MGC Chair: _____ Date: _____

Please send signed copies to: Site, MGC Chair, one for Event Treasurer's Payment File

Event Treasurer: _____ Date: _____