



Today's Date _____ Phone _____

Organization Name _____

Organization Address _____

Authorized Representative _____ Nature of Meeting _____

Mailing Address _____

Email Address _____ Room Rental Date _____

Set up begins at: _____ Clean up ends at: _____

Check off below for use of:

- _____ Chairs #___ up to 18 (max occupancy 18)
- _____ Six (6) 5' tables available

Room fees:

- 1-4 hours = \$75
- 4-8 hours = \$125
- Additional Hour = \$20

Training Room use must be within the hours of 8am and 7pm Monday through Saturday, unless preapproved by SoHo Marketing Guru staff. Food and drink are acceptable. The meeting room must be left clean and orderly, upon departure of group. All equipment used by the group is the responsibility of the Authorized Representative and he/she will be held liable for any damages to said equipment or room.

Reservations must be pre-paid, and there are no refunds for cancellations.

I have completely read and fully understand the policies, rules and disclaimers pertaining to the SoHo Marketing Institute Training Room. I agree to be responsible for complying with them and making all payments as called for herein.

Signature _____

Date _____

Easy payment options: Check Enclosed *Please charge my:* Visa MasterCard AmEx

Credit Card Number: _ _ _ _ _ Expiration Date: _ _ / _ _ CSV _ _ _

Exact Name on Card _____

Billing Address _____

Signature _____ Date _____

Email Info@Veronikanoize.com

Mail to SoHo Marketing Guru LLC, 951 Officers Row, Vancouver, WA 98661

Call 360-882-1298 to reserve by phone