Washington DC Table Tennis Center
6403 Chillum PL NW, Washington DC 20012
www.wdctt.com 202-459-9096 Charlene@wdctt.com

Facility Rental Agreement

Today's date	Event Date	Event Time (From-To)	Number of Tables

Name of Renter	Phone	Email

Name of Company or Organization, if applicable	Company Position of the Renter

Street Address (mailing address)

City	State	Zip Code

Total Facility Rental Cost	Deposit Amount Received	Remaining Amount Owed

We _____ (Renter) acknowledge that we have read and agreed to the Payment Terms, Cancellation Policy & Maintenance Obligations listed at the bottom of this page.

We _____ (Renter) agree to release MDTTC, LLC and its staff of all liabilities and responsibilities of any injuries or losses occurred on the premise of MDTTC.

Signature of the Renter	Date	Signature of WDCTT Representative	Date

Payment Term: Reservations can be made one week prior for 4 tables, two weeks prior for 8 tables. 50% deposit is required to reserve the space. The remaining balance must be paid in full prior to the event.

Cancellation Policy: If cancellation becomes necessary and WDCTT is notified at least 3 days prior to the reserved event date, then the deposit - minus a $25 non-refundable administrative fee - will be returned.

Table/Space Rental Fees:

- 4 tables / 2 hours $100 (up to 12 players)
- 4 tables / 4 hours $140 (up to 16 players)
- 6 tables / 2 hours $150 (up to 20 players)
- 6 tables / 4 hours $210 (up to 24 players)
- 8 tables / 4 hours $280 (up to 32 players)
- 8 tables / 8 hours $400