

# Sherman County Equipment Use Agreement Tables, Chairs & Trailer

Sherman County Court - (manages reservations)  
500 Court St., P.O. Box 365, Moro OR. 97039  
Phone: 541-565-3416

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## Application for the use of Tables, Chairs and Trailer

Return this completed form to the above address. **\*Deposit due 1 week prior to the event.**

Today's Date: Contact Phone Number:  
Person/Group Responsible: Contact Email:  
Address: City, State, Zip:  
Type of Event: Date of Event:  
Location of Event: Date of Pick-up:  
Date of Return:

**\*A cleaning/damage deposit of \$200** is required and must be received by the Wasco School Event Center no later than 1 week prior to pick-up of equipment. Check is payable to **Sherman County**, and marked with Tables & Chairs Deposit in the memo section. Deposit will be returned if tables, chairs, and trailer are returned undamaged and clean. If repairs and cleaning are necessary, then part or all of the deposit will be kept by Sherman County. **A copy of a valid driver's license and a copy of Proof of Insurance is required prior to the event as per Use Agreement.**

**Chairs and Tables are required to be moved in the trailer provided by Sherman County. No Exceptions.**

### Equipment Available for Use:

Tables: 12-72" round table on 2 carts, 7-8' rectangle tables on 1 cart  
Chairs: 186 Chairs on 6 carts (32 chairs/cart)

Trailer: Carries all tables and 4 carts of chairs, or all 6 carts of chairs and 2 racks of round tables and 2 racks of round tables. Trailer requires a 2-5/16" ball-stinger connection. (One is available with the trailer, if needed.)

## Trailer, Tables & Chairs Use Agreement

1. Borrower shall certify to Sherman County that they are using an insured vehicle, which is designed to be used with a trailer. It is recommended that the vehicle used to haul the trailer should be a least half-ton rated (**Provide copy of Proof of Insurance**)
2. Borrower shall certify that the driver of the vehicle used to transport the trailer is at least 18 years of age and has a valid driver's license. (**Provide a copy of valid Driver's License.**)
3. Borrower is accepting the trailer in "as-is" condition. Sherman County makes no claims or warranties as to its condition at this time. Further, the Borrower certifies they have inspected the trailer, including, but not limited to; coupling, safety chains, wheels, tires, and lights; and found it to be in safe operating condition. The Borrower waives all claims for any personal injury, property damage or losses arising out of the use of the trailer, or any accident of breakdown.
4. Borrower hereby agrees all equipment borrowed will be returned on time and in the condition it was received. Borrower will ensure that all tables and chairs used are properly cleaned, and returned to the Wasco School Events Center (WSEC), to be set-up in original location. Check with WSEC staff for specific instructions on where tables and chairs should be located upon return.
5. Borrower is responsible for all reasonable repairs or replacement should damage, beyond normal wear-and-tear, occur during the borrowing period. Repair/replacement costs will be deducted from the Cleaning/Damage Deposit.
6. Borrower agrees to hold Sherman County harmless for all liability, losses, damages, costs or expenses which arise out of any negligent act or omission of the Borrower resulting from the Borrower's use of the trailer, table and chairs.
7. Borrower shall not use the trailer or equipment for anything other than the stated purpose/event.
8. Borrower shall not loan the trailer or equipment to any other individual or organization.
9. Borrower certifies all equipment borrowed will remain within the boundaries of Sherman County at all times.
10. It is recommended that **two individuals** operate the table and chair carts when loading and unloading them in/out of the trailer and load according to the attached diagram.

I, \_\_\_\_\_, certify that I have read and agree to the terms of this agreement.  
(Print name)

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(Borrower's Signature)

(Organization)

(Date)