



****PLEASE PRINT CLEARLY****

Application for Reservation of the Carriage House Event Center

Event Date(s) _____ Day(s) of the week _____

Name of Event Host _____ Organization (if applicable) _____

Address _____ City _____ State _____ Zip Code _____

Type of Event _____ Email _____

Best phone # _____ Alternate Phone # _____

Estimated # of Attendees _____ Day of event, time to pick up key _____

If you are planning any structure on the grounds, a tent/structure 1200 sq. ft. or to hold 100 people or more, requires a permit from the Town of Deep River. If you need a permit, submit a copy of the permit upon receipt to the Carriage House Rental Manager.

Please bring the Carriage House Usage Agreement/Clean Up Checklist for reference the day of the event.

Applicable Fees: Event Fee _____ Grounds Fee _____ Total Fees _____.

Please send this application to DRHS, PO Box 151, Deep River, CT 06417 You will be contacted after we receive the application to confirm booking.

When your booking is confirmed, please mail a \$250 security deposit as well as the grounds/event rental fee check and a certificate of insurance liability. If no damage occurs, your deposit check will be returned to you. Checks are to be made out to the Deep River Historical Society.

Any questions, contact House Rental Manager Liza Thayer: 860 322-3426,
liza.thayer@deepriverhistoricalsociety.org

Printed Name

Signature

Date