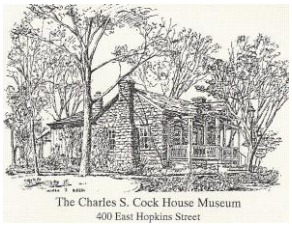

The Heritage Association of San Marcos -- Guild

SPECIAL EVENT DESCRIPTION

Date:		**Times:**	
Type of Event:			
Group Coordinator:			
Address:			
Email:			
Phone (1):		**Phone (2):**	
Number of Guests:			
General Food Served:			
Special Requests:			

- A Guild representative must be present or available at all times.
- Rental fee is $50.00 per hour with a 4-hour minimum.
- Refundable security deposit of $150.00 is required to reserve facility.
- A fee of $50.00 is required if canceled within fourteen days of event.
- No Alcohol, Intoxicants, Pets or Smoking are permitted on the Premises. Service animals are allowed if documentation of medical need is provided at least 7 (seven) days prior to event.
- Any use other than described above could result in cancellation of contract.

Use of house: $50.00 x _____ Hours = $ _____

This form must accompany a signed copy of the Temporary Use Agreement form. Mail to:

Mail to:
Heritage Association of San Marcos Attn:
Guild Special Events Chair
P.O. Box 1806
San Marcos TX 78667-1806

OR

Email to:
HASMRental@gmail.com

(512) 392-4295
Website: www.heritagesanmarcos.org

_____ _____
Group Coordinator Signature Date

_____ _____
Guild Representative Date

Please note: The City of San Marcos & The Heritage Association of San Marcos will not be held responsible for any items brought in by any organization or individual.

(Updated July 2026)