



Social Event Customer Information

5430 Vantage Point Road
Columbia, Maryland 21044

Date of Tour: _____
Staff Initials: _____

Please complete this form to receive final pricing and availability.
This is not a contract or guarantee of rates or availability

Customer Name: (responsible for contract): _____

If Wedding, Fiance's Name: _____

How did you hear about Historic Oakland? _____

Address: _____

Verification will be required if claiming active military status, residency or full time employment on CA-assesed property

City: _____ **State:** _____ **Zip:** _____

Best Contact Number: _____ **Home/Work/Cell (circle one)**

Email: _____

Requested Event Day & Date: _____ (No request within 3 weeks of the event date)

Requested Event Time: _____ (Contracted time must include setup, event & cleanup)

Type of Event: _____

Historic Oakland Room(s): _____ **Anticipated # of Guests:** _____

Will You Be Renting The Tented Patio (Elite Tent's Events)? Yes / No (circle one)

NOTE: FOR TABLES, CHAIRS & RENTALS UNDER THE TENT, CONTACT: Elite Tent's & Events

STAFF USE ONLY

Create a contract based on the information above? _____ Y _____ N **Contract#** _____

Was a hold placed on calendar? _____ Y _____ N

Please circle: Lives or works full time on CA Assesed property **Non-Profit** **Active-Military**

Room Rental \$ _____ **+ Security Deposit \$** _____ **+ Kitchen Fee \$** _____ **= \$** _____

Notes or reason for not booking: _____