



PO Box 213  
90 North High Street  
(Old Jailhouse Building)  
Romney, WV 26757  
Phone: 304-822-7300 Fax: 304-822-4460  
Email: [parks@hampshirewv.com](mailto:parks@hampshirewv.com)  
Website: [hampshirecountyparks.com](http://hampshirecountyparks.com)

**RENTAL FORM**  
**OLD CAPON BRIDGE MIDDLE SCHOOL**

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

\_\_\_\_\_ EVENT: \_\_\_\_\_

DATE OF RENTAL: \_\_\_\_\_ \*If fire alarm goes off, please contact Sheriff's Office at 304-822-6000

PRICES:

2 HOUR BLOCK WITH GYM OR CAFETERIA: \$75

4 HOUR BLOCK WITH GYM OR CAFETERIA: \$150

(8am-Noon, 1pm-5pm, 6pm-10pm)

\*KITCHEN INCLUDED WITH RENTALS LISTED ABOVE

4 HOUR BLOCK WITH GYM & CAFETERIA & KITCHEN: \$250

(8am-Noon, 1pm-5pm, 6pm-10pm)

FULL DAY WITH GYM & CAFETERIA & KITCHEN: \$500

\*NON-PROFITS RECIVE A 20% DISCOUNT

BUILDING USAGE EXPECTATIONS

No alcohol is permitted inside or outside the premises.

No smoking on school premises.

Maintain noise level.

Refrain from using loud profanity.

Do not have activities that endanger self or others.

Do not intentionally damage facilities. Nothing attached to walls (tape or nails).

If you or your party break or notice damages, report it to HCP&R office.

Make sure all trash is in garbage bins and placed outside in large dumpsters.

PAID:  
YES                      NO

\_\_\_\_\_  
SIGNATURE OF PERSON RENTING      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
COST                                      DATE                                      HCP&R SIGNATURE