



**Bike MS: Historic New Bern Ride**  
**September 5 - 7, 2014**  
**New Bern, NC**  
**Team Rental Equipment Form**

**WELCOME TO TEAM VILLAGE!!**

We are thrilled to have you as a part of our ever-growing, super fun, don't want to miss out on this party, Team Village. There are two locations to choose from where your team can stake you claim – Union Point Park & the New Bern Riverfront Convention Center. ***You may choose to have your team spot in both locations or just one. Whatever works for your team!*** Please see Team Village Guide for more information.

Teams have the option of ordering rental equipment (tent, tables, and chairs) through the MS Society. Please complete the form below for location preference and rental equipment, and return to Caroline Cooke via fax at 919-834-9822 by **August 8, 2014**.

<b>Location #1: Convention Center Veranda</b>
1. All tents must be ordered through MS Society. No pop-up tents allowed. 2. Space is limited – first come, first serve on all size tents. 3. Only <u>3</u> 20x20 tents available. 4. Must use only preferred caterers to stock team tents. Reference Team Village Guide for list of catering options
<b>Location #2: Union Point Park</b>
1. No alcohol permitted. 2. Quiet time in effect from 10:00 pm until 6:00 am starting on Friday night.

Equipment:	Cost/Unit	# of Units	Total Cost
10'x10' Frame Tent (open sides)	\$150	_____	\$ _____
15'x15' Frame Tent (open sides)	\$203	_____	\$ _____
20'x20' Frame Tent (open sides)	\$225	_____	\$ _____
Tent Sides (with windows)	\$47	_____	\$ _____
Tent Sides (without windows)	\$32	_____	\$ _____
8' Banquet Table	\$8	_____	\$ _____
6' Banquet Table	\$7	_____	\$ _____
Chair	\$0.95	_____	\$ _____
Subtotal			\$ _____
Tax (7.75%)			\$ _____
Total			\$ _____

<b>Ordered By:</b>	
Name:	_____
Bill To:	_____
Street Address:	_____
City, State, Zip:	_____
Email:	_____
Telephone:	_____
Team Name:	_____
Location Preference:	Union Point Park: _____ Convention Center: _____

I agree to pay all charges—rental fee and tax—associated with the above order within the time frame stated on the vendor invoice (orders without a signature will not be processed).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Contact Caroline Cooke at 919-792-1016 or [caroline.cooke@nmss.org](mailto:caroline.cooke@nmss.org) with questions.