



Capitol Conservation District  
 418 Goff Mountain Road  
 Cross Lanes, WV 25313  
 Phone: 304.759.0736 email: ccd@wvca.us  
 Aimee M. Figgatt, District Manager

## West Virginia Soil Tunnel Trailer User Application and Contract

The WV Soil Tunnel Trailer is a mobile soil conservation education classroom owned and operated by the Capitol Conservation District that is available for educational use throughout Kanawha County and surrounding areas.

Applicant School or Agency: \_\_\_\_\_  
 Contact Persons Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_  
 Zip: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Conservation District \_\_\_\_\_  
 RENTAL DATE(s) \_\_\_\_/\_\_\_\_/\_\_\_\_ - \_\_\_\_/\_\_\_\_/\_\_\_\_

**Check All That Apply:**

- Public School    Fair/Festival    State Agency    Private Community Outreach Program  
 Private School    Home School Group    County Agency    Conservation District    Other

The following daily rates are all inclusive and include insurance coverage for all liability, damage or negligent acts caused by the West Virginia Soil Tunnel Trailer and its operators. Make all funds payable to the Capitol Conservation District. All funds will be used to promote soil conservation education in West Virginia.

Base Rate:	\$200.00 per day (8-hour maximum, including transport time)	\$ _____
	\$40.00 each consecutive hour (or portion thereof) after 8 hours	\$ _____
Mileage:	\$1.25 per mile (based on current fuel prices for trailer transport)	
	Total Estimated Miles _____ x \$ _____ =	\$ _____
Staffing:	\$60.00 per 8 hour day (for attending district assistants)	
	Total Staffing Estimate ___ staff x \$ _____	\$ _____
Lodging:	___ Staff @ Rate _____	\$ _____
	Total Amount Due:	\$ _____
	<b>Deposit Due:</b>	<b>\$ 100.00</b>
	<b>Balance:</b>	<b>\$ _____</b>

Please submit this contract with the deposit to the Capitol Conservation District. No reservations will be confirmed or held until contract and deposit are received.

By my signature below, I agree to the above rates. I understand that the Capitol Conservation District, and its representatives, shall not be legally responsible for any acts of members of the public, students, teachers or parents or the renter involving the West Virginia Soil Tunnel Trailer and its operation.

Printed Name of Renter	Signature of Renter	Date
Printed Name of CCD Representative	Signature of CCD Representative	Date