



16 Lake Street N., Mora, MN 55051  
Manager: Karen Amundson 612-269-4090

### SUBSCRIBER APPLICATION

**Type of Subscription:**

- Daily - \$5 (cash or check only; daily use only available when Manager is on site or by other arrangement approved by Manager)
- Monthly - \$75 (the fee will be prorated at \$2.50 / day for first-time subscribers when joining after the 5<sup>th</sup> of the month; monthly subscriptions expire on the last day of each month; the lock box code will change on the first business day of the month)
- Conference Room Only - \$25 per day (no cost for monthly subscribers or Chamber members)

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
Address: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
Driver's License Number: (The Launch Pad also requires a copy of your license) \_\_\_\_\_  
Vehicle Description: \_\_\_\_\_ License Plate Number: \_\_\_\_\_

Describe your current telework center needs (i.e., work, education, entertainment, other):

\_\_\_\_\_

**Current equipment needs:**

- Work Station with Wireless Connection for Use of Personal Equipment  Phone
- Work Station with Computer  Printer
- Other (describe below)

\_\_\_\_\_

**Facility & Subscriber Expectations: Please read carefully and initial each expectation.**

- \_\_\_ Subscribers must be 18 years of age or older.
- \_\_\_ The facility is under constant surveillance. Tampering with surveillance equipment will not be tolerated.
- \_\_\_ Clean up after yourself before leaving facility.
- \_\_\_ Be respectful of the facility, equipment, staff, and other subscribers.
- \_\_\_ Only subscribers are allowed in the facility, unless individuals are using the conference room or have approval from telework center staff. Please do not bring "guests" into the facility.
- \_\_\_ Do not provide facility access to non-subscribers.
- \_\_\_ Do not remove any equipment that you do not personally own. Remember, the facility is under constant surveillance.
- \_\_\_ If you encounter any problems with the facility or equipment, promptly report problems to the facility manager.
- \_\_\_ Subscribers must comply with ALL of the above expectations. Violators may be removed and blocked from the telework center permanently and any dues paid in advance will be forfeited.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Manager's Signature of Approval

\_\_\_\_\_  
Date