

RULES FOR RENTAL OF THE COMMUNITY BUILDING

1. The rental fee for the use of the building for 1-6 hours shall be \$125.00.
2. The rental fee for the use the building for 6-12 hours shall be \$225.00.
3. A deposit of \$100.00 is required. The deposit must be paid on the day the building is reserved. If the rules for the Community Building are not followed or if property is missing or damaged, the deposit will not be returned.
4. The building will be inspected within 2 days after its use. If the building passes inspection and the key returned, the deposit will be refunded by check within two weeks.
5. In the event of a cancellation, there must be a 10-day notice to Town Hall or there will not be a return of the deposit.
6. Keys may be returned to the Town during regular business hours or left in the drop box at the Town Hall. Keys must be returned within two days of use of building or deposit will not be returned.
7. There shall be no consumption of alcohol at the Community Building.
8. Dances are not allowed in the Community Building. There cannot be any live music or DJ's.
9. The use of the Community Building is limited to private events including, but not limited to, baby showers, birthday parties, family reunions, and wedding receptions, or to civic or non-profit groups. No commercial/business events of any kind will be allowed.

ORGANIZATION OR RESPONSIBLE PARTY:

START TIME: STOP TIME: DATE:

MAILING ADDRESS:

PHONE: SIGNATURE: _____

DEPOSIT AMOUNT AND DATE PAID: \$

BALANCE DUE BEFORE YOU PICK UP KEYS \$

Paid by cash/check