TOWN OF KINNICKINNIC

APPLICATION TO USE TOWN FACILITIES

The Kinnickinnic Town Hall is rented to residents of Kinnickinnic for private parties.

After reviewing the information and the general rules and regulations, please sign and return to the Town Clerk. Completed applications and fees must be returned 7 days prior to the event to secure the date requested. Failure to return the application and fees will result in denial of the rental.

Contact Person_____

Address_____

Phone_____

Date of Rental/Event_____

Damage Deposit = $200.00 **Facility Charges = $100.00**

Two checks please, one for $200 and one for $100, due before Rental. The $200 check will be returned upon clean-up check after the event. You will be billed for any additional charges, over $200, if incurred. Payment will be due 30 days after use. Deposits will be refunded if the facility is left in good condition.

Fees that will be taken from the $200.00 Damage Deposit if Clerk determines to be incomplete:

$25.00 – Room NOT set up as it was found
$25.00 – Storage Closet NOT left as it was found, reference pictures on closet door
$25.00 – Garbage bins NOT empty (1 kitchen, 2 bathroom)
$25.00 – Floor NOT swept and/or counters NOT washed
$50.00 – Dumpster key NOT returned
$200.00 – Town Hall key NOT returned

I have read and agree to the general rules and regulations.

Applicant signature _____**Date**_____

Mail to:

Town of Kinnickinnic
1271 County Road J
River Falls, WI 54022

Phone: 715-425-8082
Email: Clerk@kinniwi.gov

*For office use, application and fees received on*_____*by*_____