

Manager:
Heather Sairs
715-451-4399

**Nekoosa Area Community Center
Rental Application
PO Box 206
416 Crestview Lane, Nekoosa, WI 54457**

Please make check payable to: Nekoosa Community Center

Event: _____
Person in Charge: _____
Address: _____
State: _____ Zip: _____
City: _____
Telephone Number: _____
Date of Event: _____ Time Requested: All Day/Or _____
Guests Expected: _____ Name of Caterer: _____
Beverage Server: _____ Music/DJ: _____

Caterer must have State/County restaurant license and a copy of their license will be required. The City of Nekoosa will not be held responsible for lawsuits in regard to the catering and/or beverage server.

	Charge
Refundable Security Deposit-Main Hall Only	\$400.00
Main Hall/Kitchen (Friday-Sunday)	\$1,000.00
Main Hall Only (All Day)	\$600.00
Main Hall Only (1-4 hours)	\$300.00
Main Hall/Kitchen (All Day)	\$800.00
Main Hall/Kitchen (1-4 hours)	\$500.00
Large Conference Room	\$100.00
Small Conference Room	\$50.00
Date Down Payment: _____	Cash/Check # _____
Balance Payment: _____	Cash/Check # _____
	Rental Total
	Down Payment
	Balance Due
	\$0.00
	\$0.00
	\$0.00

50% of Rental Fee plus Refundable Security Deposit required to reserve date and remaining Balance is due 30 days prior to the Event (Main Hall Only)

Office Use Only (Notes/Comments):

Signature (Renter): _____ Date: _____
Signature: _____ Date: _____
(Community Center Manager)