



Facilities Rental Agreement Form

Date of Rental _____

Time _____

Name of Group or Individual _____

Address _____

City _____

Phone # _____

Est. # of people attending _____

Indicate facility being requested:

	Facility	Resident Fee	Non-Resident Fee
	Kirkpatrick Center	\$125 (incl \$25 deposit)	\$300 (incl \$50 deposit)
	Lost Woods Park	\$175 (incl \$25 deposit)	\$350 (incl \$50 deposit)
	Youth Center	\$100	\$250
	Tennis Court		\$30/hour
	Swimming Pool		

These facilities are rented on a First Come – First Serve basis. Reservations for the year begin the first business day of January for Village Residents, first business day of February for non-residents. You must pay the entire rental fee at the time this application is made to reserve the facility. No applicant may sub-let any part of the building for which they have a permit. **You must be 18 years of age or older to rent the Village of Kohler facilities.**

In entering this agreement, I will uphold the Village of Kohler policies and ordinances. Any violations will be just cause for the denial of future reservations in the Village of Kohler facilities:

- Cancellation of this rental agreement must be made to the Villager Clerk-Treasurer, 920-459-3873, at least 48-hours before the scheduled event to obtain a refund of the total deposit.
- Any person or organization reserving any facility in the Village shall agree to assume full responsibility for all damage to Village property by any guest and shall make full payment therefore upon billing by the Village Clerk-Treasurer. The security deposit will be refunded after verification that the facility has not been damaged. Any additional clean up costs by the Village will be billed at \$30.00 per hour and will be deducted from the security deposit and additional costs billed separately.
- There is NO SMOKING allowed in any Village facility. Drinking of alcohol is permitted.
- Any misrepresentations of events at facilities rented by this agreement will terminate the rental agreement and will be just cause for the denial of future reservations in the Village.
- User agrees to indemnify fully and save and hold harmless the Village of Kohler, its officers, employees, and agents, against all damages, claims, liabilities and causes of action of every kind and nature, to the extent they are caused by the conduct of the user, its visitors, agents, or employees. The Village shall give prompt and reasonable notice of any such claims or actions and user shall have the right to investigate, comply and defend the same of the extent of user's own interest.
- The Village of Kohler and its agents, employees and contractors shall not be liable for, and user hereby releases all claims for damage to or loss of personal property sustained by user or any person claiming through user resulting from any fire, accident, occurrence, theft or condition in or upon the Village premises/facility or which they shall be a part of, or if adjoining or contiguous property or buildings, provided same are not due to negligence of Village, its agents, or employees.

The Kirkpatrick Center closing time is 11:00 p.m.

All park facilities are closed between 10:00 p.m. and 7:00 a.m. Park rentals are available April 1 – October 15.

Rules and Regulations

1. No person shall destroy, mutilate, deface, injure or remove any fence, railing, bridge, building, sign pipe, hydrant, walk, drive, curb or any fixed or movable property of any kind; nor shall injure, break, remove or mutilate any trees, shrubs, plants or flowers in any of the public parks or playgrounds.
2. No person shall kill, maim or remove any bird, fish or animal in any public park except by authority of the chief of police.
3. No person shall post or affix any placard, bill, notice, decorations or other paper upon any permanent part of a structure, fence or enclosure in any park, playground or village building. There will be no taping, nails, hooks, staples, tacks or other types of permanent fasteners used on walls or ceilings.
4. No fire shall be built in any of the public parks except at places designated by the property committee.
5. All refuse, paper or waste materials must be placed in receptacles provided therefore. Garbage cans will have one bag in the can. Renter will be responsible for extra garbage bags.
6. No person shall at any time play football, baseball, archery or golf in any public park or on any playground except in and upon such area officially designated by the property committee.
7. No loitering shall be permitted immediately adjacent to and within any public restroom.
8. Use of sound amplifying equipment shall be limited to those areas designated by the property committee.
9. Tents or other temporary structures are allowed with **PRIOR** Director of Public Works permission.
10. Water balloons are **not allowed** in the park.
11. No glass beverage bottles in the park.
12. Do not block access to any exit doors in the case of emergency.
13. Please take all items you brought with you when you leave, including leftover ice, food, etc.
14. There will be at least two adult chaperones present for every 25 minors. Adult chaperones must be in attendance the entire event.

Your signature indicates your agreement to the above terms.

Signature of Applicant

Today's Date