

TOWN OF BOVINA HALL RENTAL AGREEMENT

The following rules shall be followed when renting the Town of Bovina Hall:

1. You must be a resident of the Town of Bovina and at least 21 years of age.
2. A rental fee of \$70.00 is required for each hall rental. An additional \$25.00 will be charged for use of the kitchen.
3. A deposit of \$50.00 is required for all rentals and will be refunded within 30 days when:
 - a. The hall key is returned.
 - b. There is no damage to the hall or premises.
 - c. The hall and premises are left in the condition in which it was rented.

Any damage to the hall will result in the forfeiture of the deposit. Any additional cost for damages will be the responsibility of the renter.
4. Rental of the hall ends at 12:00 midnight.
5. The Town of Bovina has the right to inquire what kind of gathering or event is being held and has the right to deny rental if not deemed appropriate.
6. There will be NO SMOKING at any time in the building.
7. The Town of Bovina is in no way responsible for any injuries/accidents that result from dispensing of beer or liquor. The Town of Bovina is not responsible for any injuries resulting from accidents that may occur from food or liquid that is spilled on the floor.
8. The Town of Bovina is not responsible for articles lost or stolen.
9. No person should be in the offices or board room without an authorized person. These doors will be locked.
10. There will be no taping or tacking on any wall, ceiling, or any part of the hall.
11. A phone will be available for emergency use only. Any other calls will be charged to the renter.
12. All doors must be locked when you leave. Any damages that result from the doors being left unlocked will be the responsibility of the renter.
13. **ALL GARBAGE MUST BE REMOVED FROM THE HALL, KITCHEN, AND BATHROOMS.**
14. Exempt from charges will be 4-H Clubs, Boy Scouts, Girl Scouts, Senior Citizens groups, or any other community functions that the Board finds acceptable. Building and grounds must be kept in satisfactory condition. If this rule is not followed the Board reserves the right to revoke privileges for use of the hall.
15. Two weeks prior notice must be given for use of the hall. The Town Board has first use of hall at all times.

Make checks payable to :
Send payments to:

TOWN OF BOVINA
N5289 Rexford Rd.
Shiocton, WI 54170
(920) 986-3289

Date of Rental _____

I, the undersigned, agree to the rules and understand that I am responsible for any actions of all those in my party.

Date _____

Renter's Signature _____

Telephone # _____

Address _____
