

Town of Friendship
Town Hall Rental Ordinance
Fond du Lac County, Wisconsin

1. Permit and key to be obtained from Town Clerk. Permit fee is \$50.00.
2. Alcoholic beverages are not permitted on hall premises.
3. Renting of the Town Hall to Town of Friendship residents or businesses only.
4. Non-profit organizations in the Town of Friendship may use the town hall free of charge.
However, any damage caused by the organization will be charged to that organization.
5. Building and grounds to be vacated by 10:00 PM.
6. Permit holder **MUST BE PRESENT** at all times.
7. Extra tables and chairs that the organization put up must be taken down and put away.
8. Maximum of 100 people inside the town hall.
9. Following is a check list to be completed before locking up:
 - a. Main room, kitchen, and bathrooms are to be cleaned.
 - b. Thermostat will be reset to 65 degrees in winter or 75 degrees in summer.
 - c. Close and secure all doors and windows.
 - d. Turn off the lights
 - e. Be sure all faucets are turned off.
 - f. If dehumidifier is in use, plug it back in.
 - g. **RETURN KEY** as prearranged.