

**Village of Nichols Community Center Rental Agreement**

\_\_\_\_\_ **Deposit on File**

Mail payment to: PO Box 169 Nichols, WI 54152-0169

\_\_\_\_\_ **Paid in Full**

Draft

This rental agreement is entered in to by the Village of Nichols, Wisconsin, referred to as "Village" and \_\_\_\_\_ referred to as "Renter."

**RENTAL PERIOD:** The above facilities shall be rented to the Renter by Village on \_\_\_\_\_, 20\_\_\_\_, for the time period from \_\_\_\_\_ to \_\_\_\_\_ on said date.

**RENTAL FEE:** Renter hereby agrees to pay the Village the established rental fee and deposit at the time of application. (Please send separate checks for rental and deposit fees. Deposit checks may be shred or returned voided, please indicate your preference.)

Rental \_\_\_\_\_ Deposit \_\_\_\_\_ Shred \_\_\_\_\_ Return voided \_\_\_\_\_

**PURPOSE:**

- 1. Premises are rented for the following reason \_\_\_\_\_
- 2. Will alcohol be served? Yes/No If yes, has the person in charge attained the age of 21? Yes/No
- 3. Approximate Size of Group: \_\_\_\_\_

**COMMUNITY CENTER RENTAL PROCEDURES**

- 1. The deposit is refundable, provided the Community Center and/or Pavilion are left clean; tables are reset to original positions, all garbage removed, trash bags replaced, and there is no damage to the premises. Please bring your own towels for washing and drying dishes. A broom and mop are located in the first door across from the women's bathroom.
- 2. Use of the kitchen utensils is allowed, if returned cleaned. They are not to leave the Community Center.
- 3. The key is to be picked up and returned to the Village Clerk. Arrangements for this can be made by contacting the clerk at 920-525-2717.

**RULES AND REGULATIONS:** The Renter agrees to abide by all the rules and regulations as described in this document and the Usage Rules and Regulations document and accepts the conditions as written.

**I (Renter) agree to abide by and have received a copy of the Community Center Rental and Usage Rules and Regulations.**

**Renter:** \_\_\_\_\_

**Signature of Person in Charge      Signature      Print Name      Date**

\_\_\_\_\_  
**Address & Mailing address if different      City, State & Zip**

\_\_\_\_\_  
**Phone Number      Cell Number/email address**

<b>Office Use:</b>		
<b>Sign only after deposit and rental fee have been received by Village Clerk's Office.</b>		
_____ <b>Signature of Village Employee</b>	_____ <b>Date</b>	_____ <b>Driver's License # of Renter</b>