



Town Of Beaver  
W8405 County Rd P  
Crivitz, WI 54114-7386

Contact: Barb Patz  
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## **TOWN OF BEAVER HALL RENTAL AGREEMENT**

I, the Renter, upon renting the TOWN OF BEAVER HALL FACILITY, located at W8405 Cty Rd P, Beaver, WI 54114, agree to take full responsibility for any damages that I or any persons, attending my event or function, have done to any of the Town of Beaver Hall property, interior or exterior, within the period under which I have agreed to rent such facility; and I hereby agree to abide by the following Guidelines:

### **Initial**

- \_\_\_\_\_ Put all trash in garbage bin, when done take your garbage bag with you to dispose. (If you want the town to take Care of it will be \$3.00 per bag, leave in hallway by the men's bathroom)
- \_\_\_\_\_ Sweep all tile floors and vacuum the carpeting; brooms and vacuum are in the Woman's bathroom storage closet.
- \_\_\_\_\_ Mop tile floors if needed with mop in men's bathroom. (Limit amount of water on floor)
- \_\_\_\_\_ Clean bathrooms, flush toilets and urinals.
- \_\_\_\_\_ Please make sure all tables and chairs are wiped clean and set back to their original positions.
- \_\_\_\_\_ **PLEASE DO NOT STAND ON BOARD TABLE OR REG TABLES, CHAIRS, AND, ABSOLUTELY NO NAILS, TACKS, OR TAPE ON WALLS AND CEILING.**
- \_\_\_\_\_ Clean kitchen area and all counters. (Please return anything used back to the original location)
- \_\_\_\_\_ **The security deposit and the completed rental agreement must be submitted to lock in rental date.**
- \_\_\_\_\_ **Security deposit is refunded after the facility has been checked and all guidelines have been followed.**
- \_\_\_\_\_ **Cancellation: Security deposit is Non-Refundable if cancellation is less than 30 days from the rental date.**

Renter takes full responsibility and liability, and releases the Town of Beaver from any and all liability and responsibility, for any actions taken, damages, or occurrences done by any person(s) attending the event or function held by the Renter; and the Renter takes full responsibility and liability for anyone serving and or consuming any alcoholic beverage(s) at said event or function held by the Renter while renting the Town of Beaver Hall facility located at W8405 County Rd P.

**I, the Renter, have agreed to rent the TOWN OF BEAVER HALL facility, and have read, initialed and understand the above guidelines and accept the responsibility as specified in this Rental Agreement.**

_____ Renter's Signature	_____ Address	_____ Date
_____ Town Authorized Signature	_____ Phone#	_____ Date

**Rental Date:** \_\_\_\_\_ **Rental Date Locked:** Yes, \_\_\_\_\_ No \_\_\_\_\_ **Key #** \_\_\_\_\_  
**Rent: \$75.00 (RESIDENT) \$100.00 (NON-RESIDENT)** Check # \_\_\_\_\_ or Cash Receipt # \_\_\_\_\_  
**Security Deposit: \$100.00** Received \_\_\_\_\_ Check # \_\_\_\_\_ or Cash Receipt # \_\_\_\_\_  
**Deposit Refunded:** Yes \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_ No \_\_\_\_\_ Reason: \_\_\_\_\_