

VILLAGE OF WARSAW

APPLICATION FOR USE OF PARK BUILDINGS OR GROUNDS

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

Phone Number \_\_\_\_\_

Today's Date \_\_\_\_\_

Building or Venue \_\_\_\_\_ Legion Hall \_\_\_\_\_ Picnic Pavilion \_\_\_\_\_ Ball Field

Date(s) requested \_\_\_\_\_

Proposed Use \_\_\_\_\_

Approximate number of people to attend \_\_\_\_\_

This Function will be \_\_\_\_\_ Open to the Public  
\_\_\_\_\_ Private

\_\_\_\_\_ I would like to serve alcoholic beverages at this function and I request permission form the Village Board to do so

I am familiar with the rules for the use of this facility and I agree to abide by these rules

Signature \_\_\_\_\_

FEES – All fees subject to change, please check with Village Clerk

1. Legion Hall:

	Security Deposit (1,2)	Rental	Additional Day(s) (before)	Additional Day(after)
Village Resident	100.00	250.00	100.00	100.00
Non-Resident	100.00	350.00	100.00	100.00
Not for Profit (4/1-9/30)	no fee			
Not for Profit (10/1-3/30)	\$50.00 heating surcharge per day			

1. Non-Refundable if applicant cancels
2. Fully Refundable if conditions of rental are complied with.

2. Picnic Pavilion:

Village Resident - Applications received from Jan 1	\$50.00
Non-Village Resident – Applications received from April 1	\$75.00

RULES:

1. Decorations – Do NOT use staples or nails for hanging decorations. MAY USE tacks, wire, tape or string at it ALL must be REMOVED.
2. Clean up (MUST BE COMPLETED on LAST day of Rental) – Pick up all tables and chairs and put in proper place. Sweep floors. Clean stove top, counters and kitchen sinks.
3. Key MUST BE RETURNED by NOON of the first business day following the last day of use.