

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 from 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

1. Legion Building:

Table with 5 columns: Category, Security Deposit (1,2), Rental, Additional Day (3), Additional Day (4). Rows include Village Resident, Non-Resident, and Not for Profit for two different periods.

- 1. Non-Refundable if applicant cancels.
2. Fully Refundable if conditions of rental are complied with.
3. If reserved 3 months or more in advance (consecutive days).
4. If reserved less than 3 months in advance (consecutive days).

2. Picnic Pavilion:

Table with 2 columns: Category, Rental. Rows include Village Resident and Non-Resident.

RULES

- 1. Decorations - Do not use staples or nails for hanging decorations. You can use tacks, wire, tape or string and 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.