

APPLICATION FOR USE OF PARK BUILDINGS OR GROUNDS

NAME _____

ADDRESS _____

Phone Number _____

Today's Date _____

Building or Venue _____ Legion Hall _____ Picnic Pavilion _____ Park Use

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.

____ I am aware that I will have to abide by any current COVID-19 guidelines in effect the day of my event.

Signature _____**FEES****1. Legion Hall:**

	Security Deposit (1,2)	Rental	Additional Day(s) (before)	Additional Day(after)
Village Resident	100.00	500.00	150.00	150.00
Non-Resident	100.00	600.00	150.00	150.00
Not for Profit		200.00		
Not for Profit (10/1-3/30) \$75.00 heating surcharge per day if fee is waived				

- 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 \$75.00
 Non-Village Resident – Applications received from April 1 \$100.00

3. Park Use (Car Shows, Softball Tournaments, Festivals, etc.) \$275.00**RULES:**

- 1. Decorations – Do NOT use staples or nails for hanging decorations. MAY 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 or placed in envelope and put into 24/7 drop box at the Village Office located at 15 S. Main St.**