

Town of Fremont Town Hall Rental Agreement

Please complete two copies!!

The Town of Fremont does hereby rent the use of the Town Hall on the _____ Day of _____, 20____. For the period of _____ hours, from _____ to _____, for the amount of \$50.00 for residents and \$75.00 for non-residents, of which \$15.00 will be refunded if no maintenance is required due to this rental. Rent is paid in advance and refunded security deposits after the next monthly Town Board Meeting.
Nature of event and approximate number of people.

The Town Hall rental includes the Hall area ONLY of the building (no admittance to the Fire Dept. or Town Garage. Parking only on the blacktop areas adjacent to the 2 hall entrances. **The doors to the Garage and Fire Department may never be blocked.**

This is a residential neighborhood, and surrounded by private property. Use for commercial or business purposes is prohibited.

Rental capacity is limited to a total of 100 persons.

Town Hall Rental Agreement will be made by persons 21 years and older. The Signer is responsible throughout the rental period. The security deposit will be forfeited if cleaning inside or outside or repairs are necessary. The hall will be inspected before and after each rental.

IF YOU NOTICE ANY DAMAGE PRIOR—PLEASE ADVISE-DO NOT WAIT TO LET US KNOW. You must pay additional costs if the amount of security deposit does not cover all repair/replace or cleaning costs.

NOISE COMPLAINTS WILL CONSTITUTE A SHUT DOWN AND SECURITY DEPOSIT WILL BE FORFEITED.

No smoking in Town Hall

No animals allowed in the Hall, with the exception of service animals.

Any law enforcement officer or employee of the Town has the right to enter the rented property at any time.

DOORS WILL NOT BE BRACED OPEN.

End of day checklist:

- Bathrooms are cleaned.
- All floors are cleaned to pre-rental condition.
- All garbage is in outside dumpster on West side of building
- All materials brought into the hall are removed
- All water facets are off
- Heat/Air returned to required temps as noted on thermostat.
- Fan/lights off
- West door is locked.
- Call Town Chairmen or Town Clerk to lock North door.

The use of the Town of Fremont Town Hall is at your own risk. By signing below, you understand that the Town of Fremont will not be held liable for any accidents that occur during its use.

The Town of Fremont Board has the right to refuse rental to any group or individual.

I AGREE TO RENT THE TOWN OF FREMONT TOWN HALL UNDER THE TERMS AND CONDITIONS STATED ABOVE.

Date _____

Applicant/renter _____
Please print

Signature

Street address City State Zip

Home phone # Cell phone #

Town Board Member Authorizing Rental _____
Date and Sign

1 copy for renter
1 copy for Town Records.