

TOWN OF MAPLE CREEK RULES FOR TOWN HALL RENTAL

You must be a Maple Creek resident and taxpayer. NO third party use.

Reservations may be made up to 1 year in advance.

Reserve the date with the Clerk, sign to comply with the rules, and pay \$100 upfront: \$50 non-refundable fee to help cover the utility and maintenance costs, and \$50 refundable fee subject to the hall clean-up.

Hall will be opened/closed the day of use (unless other arrangements are made) by the clerk at the agreed time.

Resident is responsible for condition of hall when finished to include; floors swept (mopped if needed) table and chairs wiped down, and bathroom and kitchen cleaned. **All garbage cans are to be emptied and the garbage taken with you. None is to be left outside or burned.**

No smoking. This is a public building.

No furniture is to be removed from the hall.

No sitting or standing on tables.

No decorations are to be mounted on the ceiling or lights

Resident using hall is in charge of responsible consumption of any alcoholic beverages.

Town of Maple Creek is not liable for any injury or accident.

You are liable to replace any broken or damaged property.

Failure to comply with these rules will result in refusal for permission to use the hall again.

Date of use_____

Open Hall_____Close Hall_____

Phone numbers:

Lynette Gitter	Susan Griffin	Tom Stracy	Adam Janke	Tory Much
920-982-5258	920-538-3312	920-205-9026	920-572-1327	920-982-3915

PLEASE RETAIN THIS PAGE FOR YOUR RECORDS

RETURN THIS PAGE TO THE CLERK*
Page 2 Town Hall Rental Form

Date of use_____

Open Hall_____Close Hall_____

I, the undersigned, hereby agree to these rules and regulations as set forth by the Town of Maple Creek, and have received my copy. **I have also included the \$100 deposit as set by the Town Board July 13, 2020.**

Dated this _____day of _____, 20____.

Signature of resident _____

Phone number_____

*Town of Maple Creek
Lynette Gitter, Clerk
PO Box 224,
New London, WI 54961
920-982-5258 maplecreekclerk@gmail.com

For Municipal use

Date received and filed_____

Payment enclosed_____

Official Signature_____