

RENTAL AGREEMENT FOR LEGION BUILDING

To check availability, call the Town Hall at 219-984-5494

Reservation Date Requested _____

Time Requested _____

Contact Person _____

Contact Address _____

Contact Telephone _____

Contact Email _____

I understand there is a required payment to the Town of Chalmers to reserve the Legion Building in the sum of \$50 with a refundable deposit of \$50. Employees of the Town shall have a discounted rate of \$25. The payment must be received by the Town Hall ten (10) days prior to your event to secure reservation.

(Initial) I agree to indemnify and hold the Town harmless against any and all liability arising out of my use or occupancy of the Legion Building described herein.

(Initial) I understand there will be **NO ALCOHOLIC BEVERAGES** allowed at the Legion Building.

(Initial) I understand that my use of the Legion Building is restricted to the main room and the bathroom facilities. It does not include the kitchen or other undesignated areas.

Rules and regulations for use of the Legion Building apply and include, but are not limited to:

- Clean the facility of any food or drink following your rental.
- Decorations are permitted, but no confetti. No staples or tacks are to be used in walls, tables or posts.
- Remove all decorations at the end of your event.
- *Put all trash inside by the front door. Trash bags, brooms and cleaning supplies will be provided inside the building.*
- If tables are moved, please move them back to original location.
- Town employees will unlock and lock the building.
- Noncompliance with these rules and regulations will result in the denial of future rental requests of Town properties.

Signature

Date _____