



Fall Creek Village Hall Contract

ALL FEES ARE DUE AT TIME OF APPLICATION & ARE NON-REFUNDABLE EXCEPT AS NOTED

DATE OF EVENT _____

TYPE OF EVENT _____

KEY: A key for the hall must be picked up on the last business day prior to the event.

FEES – per day	Village Resident	Non-Village
Hall Rental*	\$ 200	\$ 225
*Includes REFUNDABLE Chair/Table Cleanup Deposit of \$50 which will be refunded within 2 weeks of the event per the discretion of the Public Works Director, provided the lessee cleans and replaces all tables & chairs to the storeroom.		

REFUND POLICY: Fee is fully refundable if reservation is canceled at least four weeks prior to the event; 50% refundable if canceled between two and four weeks prior to the event; no refund if canceled less than two weeks prior to the event.

DAMAGE: Charges for any property damage will be billed to the lessee.

CAPACITY: Standing Room – 450 persons, Chair Seating – 325 persons (only 200 chairs available), Table Seating – 150 persons.

ROOM DIMENSIONS: Dining Hall – 58' x 39'
Kitchenette – 20' x 20'

Fee Waiver: Fees may be waived for eligible local organizations as listed in Resolution #2012-0514A (Revised 9/9/13)

PLEASE NOTE

- Legal alcoholic beverages may be served (except to minors) but not SOLD.
- Fund-raising event: Legal alcoholic beverages may be sold if the organization applies and qualifies for a Temporary Class "B" (aka Picnic) License.

Lessor is under no obligation to rent the Village Hall to any person or group. Lessor reserves the right to deny rental of the Hall to any person or group for any reason allowable by law.

THE LESSEE IS RESPONSIBLE FOR THE TERMS OF THIS CONTRACT.

The Lessee agrees to indemnify and save harmless the Lessor against and from any and all claims by or on behalf of any person or persons, firm or firms, corporation or corporations, arising from the conduct of or management about the demised premises, or from any accident in or on the demised premises, and will further indemnify and save the Lessor harmless against and from any and all claims arising from any breach or default on the part of Lessee and the performance of any covenant or agreement on the part of the Lessee to be performed pursuant to the terms of this lease, arising from any act or negligence of the Lessee, or any of its agents, contractors, servants, employees, invitees, or persons which Lessee allows upon the demised premises, and from and against all costs, attorney fees, expenses and liabilities incurred on or about any such claim or action proceeding brought thereon; excepting therefrom only the negligent acts of the Lessor or its agents or employees; and in case any action or proceeding brought against the Lessor by reason of any such claim, the Lessee upon notice from the Lessor covenants to resist or defend at Lessee's expense such action or proceeding by legal counsel reasonably satisfactory to the Lessor.

Lessee's Name _____ Phone _____

Address _____

Lessee's Signature _____ Email Address _____

Village of Fall Creek, 122 E Lincoln Ave, Fall Creek, WI 54742 715-877-2177 www.fallcreekwi.gov email: village@fallcreekwi.gov

OFFICE USE ONLY

Date Paid _____ Amount Paid _____ ACCTS PAYABLE: Refund if applicable

SIGN: Reserved RECORD: Website Calendar RECORD: Paper Finance-0-Contract-Hall.docx