

BADGER COMMUNITY CENTER RENTAL APPLICATION AND RULES

DATE(S) REQUESTING: _____

RENTAL FEES:

Please check facility(s) you are requesting to use:

_____ meeting room (community center) \$75.00
Includes use of kitchen & coffee pots/refridgerator, etc.

_____ damage deposit \$200.00 a separate check may be written for this and will be held until
the city maintenance supervisor has inspected the facility following the event.

ALL rental fees must be paid in advance.

GENERAL RULES

1. Before using the facility, read and understand the rules and guidelines, and completely fill out the application form.
2. Rental fees(s) must be paid in full before the facility is used.
3. Arrangements for the use of City equipment is to be made when obtaining the application.
4. The individual representing the group using the facility (person signing the application) shall be responsible for:
 - a. spectators / visitors
 - b. damages / clean-up
 - c. equipment
5. When the Badger Community Center facility is rented, the group and/or supervisor is responsible for being present in the area indicated on the application.

CLEAN-UP SHOULD INCLUDE:

Table and chairs set up as it was upon arrival
Floors: vacuum, sweep, and mop as necessary
Bathrooms: pick up garbage, make sure toilets are flushed
Empty all garbage containers and place bags in dumpster behind community center

Make sure doors a locked and secure before exiting the building.

**We are very fortunate to have a community center.
Let's all work together to keep this a "community center".**

Signature of Renter/person responsible

Date