

Village of Lake Hallie Park Rental Agreement

People/Organizations desiring to use the Village of Lake Hallie Park Pavilion must complete this form and submit to the Village Clerk/Treasurer's office. No reservation will be confirmed for the rental of the Village of Lake Hallie Park Pavilion until the following agreement is signed and the required bond/deposit is received. The bond/deposit may be forfeited in part or total for any property damage or failure to comply with the terms of this agreement. If the damage exceeds the bond, the renter will be billed for the difference. Forfeiture of the bond may be appealed to the Village Park Board. The bond/deposit will be refunded when the terms of the contract are fulfilled.

After submitting the form, the request will be reviewed. The staff will confirm or deny the request as soon as possible. If use falls within policy guidelines and the Park Pavilion is available, the staff will confirm your booking. Rental requests are not authorized until the application has been officially approved and the staff has advised the requesting party/organization. **Cancellations must provide a one (1) week notice to receive a refund. The bond/deposit will be forfeited due to cancellation if less than one (1) week notification is given.**

The Hallie Park closes at **10:00 P.M.** with no exceptions. The Pavilions will **not** be available during **Hallie Youth Days** or during any **scheduled ball tournaments**. **The Concession Stand will not be available with Pavilion Rental.** The Confirmation of Reservations Form must be with you at the time of rental.

Fees

Bond/Deposit Resident	\$75.00	Due Upon Signing
Bond/Deposit Non-Resident	\$75.00	Due Upon Signing
Rental – Does Not Include Concession Stand	\$50.00	Resident
Rental – Does Not Include Concession Stand	\$100.00	Non-Resident
Additional Fees	Varies	Failure to Comply with Agreement

Applicant Information (Please Print)

Name:		
Organizational Name:		
Current address:		
City:	State:	ZIP Code:
Email Address:		
Resident: <input type="checkbox"/>	Non-Resident: <input type="checkbox"/>	
Phone Number:		

Rental Information

Date of Event:
Type/Purpose of Event:
Pavillion to be rented:

The undersigned Applicant hereby makes application for use of the facilities described above and certifies that the information on the application is correct. The applicant agrees to adhere to all applicable rules, regulations, laws and ordinances and the rules provided in the attached Village of Lake Hallie Usage form of which Applicant hereby acknowledges receipt. The applicant/renter shall indemnify and hold harmless the Village of Lake Hallie employees, agents, volunteers and the Village of Lake Hallie from and against any and all claims, demands, suits, actions, payments and judgments as a result of injury, death or property damage arising from, or connected with the use of the premises. I certify that I am 18 years of age or older. ***Fees and Deposits are subject to change at any time.***

Signature of applicant:	Date:
Signature of co-applicant:	Date:

-Office Use Only-

Agreement Approved: Yes <input type="checkbox"/> No <input type="checkbox"/>	Rental Fee:	Date:
Bond/Deposit Returned: Yes <input type="checkbox"/> No <input type="checkbox"/>	Down Payment:	Date:
Check #	Balance Due:	Date:
Complaints:	Key Issued:	Key Returned:
Approved By:	Date:	