**Township of Eau Pleine**

**Rental Agreement**

**3191 State HWY 34 715-457-4672**

**Junction City WI 54443 eaupleine@tds.net**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will be using the Town Hall located at 3191

State Hwy 34 on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, I agree to follow the guidelines listed below.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

Signature of renter of Town Hall Address Phone Number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $25.00 deposit \_\_\_\_\_\_\_\_\_\_\_\_\_

Town Representative Date $ rent paid \_\_\_\_\_\_\_\_\_\_\_\_\_ Deposit refunded\_\_\_\_\_\_\_\_\_\_\_\_\_

To help maintain the cleanliness and appearance of the Eau Pleine Town Hall, the Town Board is requiring that all individuals/clubs/organizations utilizing the Town Hall follow these Housekeeping Guidelines:

1. All foods/beverages and all food/beverage containers must be removed from the Town Hall building at the conclusion of each event, in containers provided by the renters.
2. All spillage and/or project debris must be cleaned and/or removed from the premises at the end of each building usage. Debris can be placed in proper containers across the street at the recycling center.
3. Chairs and tables must be left in an orderly fashion, stacking chairs where possible and putting tables back to their original locations.
4. It is the responsibility of the renter to immediately report any and all property damages incurred during the rental/usage of the town hall.
5. No horseplay or excessive noise is allowed either in the building or in its surrounding outside area.
6. The Town Board may, at its discretion, discontinue Town Hall usage to any or all individuals/clubs/organizations.
7. The Town Board may add to these housekeeping guidelines, as it deems necessary.
8. Before leaving the building check that all three (3) outside doors are locked as well as door into meeting room, the windows are all closed and locked and that the heat is turned down.
9. Only lawful use of fermented malt beverages and controlled substances is allowed on premises. No alcohol sales or exchanges for value are allowed. Township accepts no responsibility for the effects of alcohol or other drug use by renter, it’s members, guests or other attendees.

RENT COSTS

NOT FOR PROFIT -FREE, RESIDENTS - $50.00, NON-RESIDENTS $75.00