

TOWN OF DOVER

4110 South Beaumont Avenue Kansasville, WI 53139

Phone 262-878-2200 Fax-Office 262-878-2595

Chairman Thomas P. Lembcke 878-3368	Supervisor #1 Mike Shenkenberg 661-9932	Supervisor #2 Sam Stratton 206-4843	Roads DHD Maintenance 878-2200 Ext 12	Clerk/Treasurer Camille Gerou 878-2200 Ext 10	Municipal Judge Mackenzie Bishop 878-2200 Ext 11
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Received: \$200.00 How Paid: Cash or Check # _____ Dated _____

Date of Event: _____ Time: _____

DOVER TOWN HALL RENTAL AND USE AGREEMENT

THE UNDERSIGNED PARTY, in exchange for the rental and/or use of the Dover Town Hall, does agree to abide by the following terms and conditions:

Rental Fees: A Hall rental fee will be charged in the amount of \$100.00 for each day for any private function or activity at the Dover Town Hall.

Refundable Deposit Fee: A refundable deposit fee of \$100.00 will be paid at the execution of this Agreement. The deposit will be refunded to the undersigned within two (2) business days of the event. A representative of the Town of Dover will inspect the property. It will be determined if any deductions from this deposit is warranted. The Town of Dover has the right to deduct any amount from the deposit for actual damages, cleaning, or other expenses incurred by Town of Dover as a result of the undersigned rental or use of the hall.

Damages: The undersigned will be personally responsible for any and all damages to the Dover Town Hall as a result of the use of the hall. In the event it is necessary that the Town of Dover collect through legal channels, the undersigned will be responsible for all costs and attorneys' fees relating to the same.

Alcoholic Beverages: No alcoholic beverages are allowed in the Dover Town Hall. The only exceptions will be the Kansasville Fire Department, its auxiliary, the Kansasville VFW, and its auxiliary for their meetings, their Christmas parties, and their Fireman's Dance.

Town Property: No kitchen equipment, furniture, or other Dover Town Hall property is to leave Dover Town Hall at any time without prior written agreement with the Town of Dover.

Subject to Change: All rental dates are subject to change if the Dover Town Hall is needed for Town of Dover business.

Dated: _____

Signed: _____ Printed: _____

Address: _____ City, State, Zip: _____

Telephone Number: _____

Date/Time of the Actual Event: _____