

City of Eagle River Rental & Reservation Contract (8-21)

Today's date is _____ and I / We, (please print) the undersigned agrees to these rules for the rental of the Park Facilities and / or City Hall Council Chambers:

1. I / We will be responsible for all damages to City property and for any items that are missing even those in excess of the \$50.00 deposit.
2. I / We will be responsible for the tables, chairs and picnic tables, putting them away if necessary and for any damage that could result from abuse.
3. I / We will be responsible to take down all decorations.
4. I / We will be responsible for securing the building and/or park areas after use.
5. Alcohol served must follow the State of Wisconsin Laws - a temporary liquor license must be obtained from the City Clerk if alcohol will be served. Alcoholic beverages are prohibited at City Hall.
6. Smoking is NOT allowed in the City buildings as State Law defines.

Building and Park Facility Fees:

City Hall, Riverview Park Pavilion, Band Shell (and grounds from Tennis Court to Snowmobile Trail and Riverview Street Right-of-Way to Pavilion by the River) T-Docks:

\$50.00 Deposit required to hold date and for possible damages (reimbursed after satisfactory inspection).

	<u>TAXPAYER</u> <input type="checkbox"/>	<u>NON-TAXPAYER</u> <input type="checkbox"/>
Wedding, Shower, Birthday, Meeting,		
Legal Services (Deposition, Hearing) etc. <input type="checkbox"/>	\$150.00 per day	\$200.00 per day
(Up to 2 Hours) <input type="checkbox"/>	\$ 25.00	\$ 50.00
(Up to 4 Hours) <input type="checkbox"/>	\$ 50.00	\$100.00
Non-Profit organization serving Eagle River <input type="checkbox"/>	Free	Free
Funeral Luncheon <input type="checkbox"/>	Free	Free

Special accommodations may be requested and made on a case by case basis and may or may not require additional costs or site requirements.

Contact the Eagle River City Hall at 715-479-8682 x224, to inquire about renting the facilities.

By signing this contract, all liability is assumed by the signer for the event. A \$50.00 Deposit is required. The City of Eagle River is to be held harmless from any and all liability.

PLEASE PRINT INFORMATION:

Name: _____ **Organization:** _____

Address: _____

Phone: _____ **Email:** _____

Event Type: _____ **Date(s):** _____

Time Frame: _____

Name of Park and/or Building Requested: _____

Deposit Fee: \$50.00 + **Applicable Fee:** _____ = **Total** _____

Signature: _____ **Date:** _____

**** Please Note:** A \$25.00 cancellation fee will apply if canceled within one week of the scheduled event.

For Office Use Only:

Amount Paid \$ _____ **Check #** _____ **Notes:** _____