

Beetown Hall Rental Contract

Rules and Rates Effective June, 2022

“Two” separate checks must be sent “in Advance” along with the

Signed Hall Rental Contract. One Check for the Rent & One for the Deposit. The “FINE” for not cleaning the hall/park if used, or any damages will result in loss of the Deposit. If the damage is substantial it may result in further charges.

The amount of additional fines, will be determined by the Board.

*You can get contracts at the Post Office, Feed Mill, Sharon Bontreger or email the following and one will be emailed/sent to you: beetownt@gmail.com or 608-723-9015 **Checks must***

be made out to: Beetown Township

Hall is “not” considered reserved until all 3 above are received “by the Clerk”. Checks and contract must be sent to the clerk within 7 days after the reservation is made to reserve the date. **TR** = Township Resident or Property Owners; **NR** = Non Resident or NON Township property owners. *No rent will be paid for fund raising events for Town Hall or Park.*

Rental is from 6:00 am to 6 pm. Variations may be made on case by case basis by the board.

RULES: 1. The signed rental agreement along with 2 separate checks must be received by the clerk for the date to be reserved. If left anywhere else the date may not be reserved. You may use the big black mail box on the side of the bldg. You **must raise the flag** and **call the 723-9015 (leave a message if necessary)** The date will be saved when they are received.

2. A nonrefundable amount of \$20.00 will be retained if the event is cancelled less than 30 days of scheduled event.

3. The dishes and silverware use are not *included* in the rental fee as these items are the property of the Beetown United Methodist Church. *A donation to the church is greatly appreciated for their use.*

4. NO tape or nails may be used on the walls or ceiling for decoration

5. The Renter must adjust the heat in the winter to 58 and summer to 78 and lock the doors upon leaving.

6. All Garbage must be removed from the Premises *including* bathrooms and *the Park if used.*

7. Ongoing Annual reservations are for RESIDENT individuals only. A deposit & rental check must be received to reserve

8. Ongoing Annual reservations for Non-Profit organizations with one deposit ck for the year and payment at the time of the event.

9. No rent will be paid for NON-Profit organizations holding events for raising funds for the township.

Local Organizations 4-H, RNA, Church, Funeral Lunches& Blood Drive , Contract, 2 checks one **\$50.00 Deposit** & one check **\$20.00 for rental, to be paid when event is scheduled.**

*Local organization’s will be expected to do some general cleaning in exchange for low rental rates.

TR = Township Resident; **NR** = Non Township Resident

Private Parties, Reunions, Anniversaries and Graduations **RENT (TR) = \$70.00 (NR) = \$100.00**

TOWNSHIP Residents **Deposit = (TR) \$50.00 (NR) = \$100.00**

Commercial, Etc. **RENT TR = \$110.00 NR = \$165.00**

Deposit TR = \$50.00 NR = \$100.00

Wedding Receptions, **RENT TR = \$110.00 NR = \$215.00**

Deposit TR = \$150.00 NR = \$200.00

GUEST Internet Password: guest0722 until further notice _____

*******BEER/ALCHOLOIC BEVERAGES*******

Authorized persons shall supervise. Renter accepts all responsibility related to beer/alcohol use and legalities, including minor’s consumption. **The Hall now has WI-FI “password” = Clerk will text or email it you**

*****Cut here*****Return the bottom filled out with your 2 checks*****

There shall be no exceptions to the above without consent of the Beetown Town Board

Date of Event _____ *Time to open the Hall* _____

Rent Paid \$ _____, Deposit Paid \$ _____.

I, _____, address: _____ have read and agree to all the rules and regulations of the above event, date and time. Your **Telephone number:** _____

Attachment Release of Liability for COVID-19 Transmission on BACKSIDE by signing this Rental Form

FOR RESERVATIONS CALL: Sharon Bontreger (608) 723-9015 Send Contract and 2 separate checks to: Beetown Township, 9719 State Rd, Cassville, WI 53806

(Hall is NOT reserved until Contract & 2 checks are received) You may drop the contract and checks off at the town hall in the “Big” mail box “only” IF you NOTIFY the Clerk (608) 723-9015 to leave a message that you have used the box. (September 2018)

HALL Clean up Check List

The following must be done to **avoid a fine and the deposit to be kept**. Thank you.

_____ **ALL Doors must be locked – All lights turned off -**

_____ **Tables** – No hot items may be placed directly on Tables. If Marks of any kind are left on tables a fine will be imposed of not more than \$120 per table or less than \$25.00 per table damaged

_____ Dining area Tables wiped down and put back in order. (2 rows with a walk way between.
See picture

_____ Kitchen All dishes washed and put away
 Kitchen wiped clean
 Refrigerator: Food removed and wiped clean
 Sink wiped clean
 Stove and oven clean if used

_____ Bathrooms Stools cleaned if a mess was made
 Men’s Urinal cleaned if a mess was made
 Waste baskets emptied
 Floors mopped if dirty

_____ Floors Floors swept including under tables
 Mop up spills and dirt tracked in.

_____ Trash All garbage cans emptied and garbage taken away from the site with you.
 You may take it to the dump and put it in the appropriate dumpster. Please
 Recycle when you can. (Garbage can liners will be furnished by the Township)

_____ Park If the park is used, pick it up, empty garbage cans and take the garbage with you.

Release of Liability

The renters of the Beetown Town Hall do hereby agree that the Township will not be held responsible for transmission of COVID 19.

It is expected that the renters and guests will practice social distancing, wearing masks and hand sanitizing to prevent the spread of the COVID or any other illness.

Agreed to by Paying the rent for the Beetown Township Hall and signing the Contract.