

COLFAX TOWN HALL RENTAL AGREEMENT

Name of Group or Person: _____

Rental Date (month/day/year): _____

Responsible Person Name: _____

Telephone Number with area code: _____

Address, City, State, Zip: _____

Alternate Telephone Number with area code: _____

Resident of Town of Colfax:

\$75.00 (rent) + \$40.00 (Clean-up Deposit)

Two separate checks-Deposit fee will be returned if hall is clean.

Non-Resident:

\$100.00 (rent) + \$40.00 (Clean-up Deposit)

Two separate checks-Deposit fee will be returned if hall is clean.

RULES

1. The Town Board reserves the right to refuse rental to any group.
2. You must assume liability for all damages to the property/Town Hall.
3. Please return tables and chairs to the way you found them
4. Town Buildings are non-smoking areas.
5. Please take your trash with you.

I, THE UNDERSIGNED AGREE TO THE ABOVE RULES:

Signature shall be the Responsible Person same as named above.

Make checks payable to "Town of Colfax"

Check Number: _____ Amount: _____

Check Number: _____ Amount: _____

Mail payments to or drop off at the town hall drop box:

Town of Colfax Treasurer

N8409 County Road M

Colfax, WI 54730