

# Wahkon Community Hall Rental Form

1. Name: \_\_\_\_\_
2. Mailing Address: \_\_\_\_\_
3. Phone Number: \_\_\_\_\_
4. Function & Date(s): \_\_\_\_\_
5. Time: From \_\_\_\_\_ a.m. /p.m. to \_\_\_\_\_ a.m./p.m.
6. Will Intoxicating Beverages Be Present: \_\_\_\_\_ Yes \_\_\_\_\_ No
7. If Yes, Homeowners Policy Certificate Must Be on File: \_\_\_\_\_
8. Proof of Liquor License or Permit (if applicable): \_\_\_\_\_
9. Certified Law Enforcement Officer (if applicable): \_\_\_\_\_
10. Number of Participants: \_\_\_\_\_ Building Capacity: 116
11. Clean Up: **If Hall hasn't been cleaned appropriately, city will collect \$20 per half hour from the damage deposit. Broom, dust mop and dustpan are in the closet of the women's restroom. Vacuum and mop are stored in the men's restroom. Garbage should be thrown in the dumpster near detached garage.**
12. Hall Rental: \_\_\_\_\_ Damage Deposit: \_\_\_\_\_  
**Cancellation must be received 7 days in advance for full refund.**

## Hold Harmless Agreement

I understand that my use of the Community Hall is voluntary and that I am using it for my benefit only. I agree that my use of the Community Hall facility is undertaken at my own risk and that the City of Wahkon will not be liable for any claims, injuries, damages of whatever nature incurred by me or members of my organization that I represent, I expressly forever release and discharge the City, it's agents or employees, from any such claims, injuries or damages. I also agree to defend, indemnify and hold harmless the city from any claims, injuries, or damages of whatever nature arising out of or connected with my use of the Community Hall. I also agree to reimburse the City for any damage, breakage, maintenance, cleaning and theft of equipment beyond the damage deposit if so warranted.

User Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Return completed form along with fees to: Wahkon City Hall, 151 2<sup>nd</sup> St. E, PO Box 8, Wahkon, MN 56386