

TOWNSHIP HALL FEES

1 TIME RENTAL FEE	\$ 35.00	PER TIME	FOR BIRTHDAYS, GRADUATIONS, BABY SHOWERS, REUNIONS, JEWELRY PARTIES, ANNIVERSARY, ETC
CIVIC MINDED GROUPS	\$ 25.00	PER MONTH	AA, CHURCH GROUP, VILLAGE, OTHER CIVIC GROUPS
	\$ -		TOWNSHIP, PLANNING, NEIGHBORHOOD WATCH, BLOOD DRIVES
RENTAL DEPOSIT	\$ 100.00		PER GROUP, KEEP UNTIL EVENT IS OVER

CLEON TOWNSHIP HALL RENTAL REQUEST

NAME: _____ PHONE: _____

ADDRESS: _____

TYPE OF EVENT: _____ KEY NUMBER _____

APPROXIMATELY # OF ATTENDEES: _____

DATES REQUESTED _____ TIME _____

*** NO ALCOHOL**

*** NO SMOKING**

*** NO LOUD MUSIC**

Deposit check # _____ Rental check # _____

Read and agreed to all items on the *Rental Agreement Form* _____

Renter or Agent

Cleon Township Representative

RULES

- ⑨ If kitchenette is used make sure all counter, range top and sinks are cleaned
- ⑨ Clean and/or vacuum and mop if necessary.
- ⑨ Remove all garbage from the premises. Bags are not provided.
- ⑨ Turn off all lights and appliances used.
- ⑨ See that the heat is at the proper setting.
- ⑨ Brooms, mops and cleaning supplies at the hall

⑨ I hereby return Rental Key # _____ and receipt of my deposit.

Renter or Agent

Date

Cleon Township Representative

Date