

LIVINGSTON-CLIFTON FIREHOUSE

MEETING ROOM RENTAL

\$50.00 PER DAY

Please Print:

NAME _____

ADDRESS _____

PHONE # _____

E-MAIL ADDRESS _____

DATE NEEDED _____

TIME FOR DOOR TO BE UNLOCKED _____ **AM/PM**

EVENT PLANNED END TIME _____ **AM/PM**

- 1) You are responsible for your group and/or parties actions and conduct during your reservation. Your current and future reservation requests may be cancelled if the following should occur, fighting, unseemly conduct, health violations, abuse of property, or failure to remit payment.
- 2) Payment & Signed Rental Form must be turned in no later than 48 hours before rental date. Failure to do so will result in cancelation of your booking.
- 3) Facilities are reserved from the time you make payment; therefore there are NO REFUNDS if the reservation is cancelled.
- 4) Contract changes/cancellations will only be accepted from the individual originally booking the facility.
- 5) Your group must assume responsibility for providing adequate supervision, facility cleanliness, and general order while using the facility.
- 6) Damage and/or destruction of the above named property will result in repair and/or replacement fees billed directly to you.
- 7) In accordance with Village Noise Ordinance, all outside activities must be shut down by 11:00pm
- 8) No reservation can be ongoing past midnight of day stated above. Room must be cleaned out by midnight or risk being removed from the premises, required to pay an additional \$50.00 fee, and will not be allowed to reserve the space in the future.
- 9) If alcohol is present &/or consumed on the property you are claiming all responsibilities for the individual(s), and any damages to the property resulting from alcohol consumption.
- 10) In all circumstances, the organization retains full authority for final approval and denial of facility reservation requests.
- 11) You are responsible for leaving the facility the way you found it.

Wavier Signed By:

Signature _____

Date _____

Contact Person
KRISTI LOEFFELHOLZ
216 STATE RD. 80 N.
LIVINGSTON, WI 53554
608-778-8457
livingstoncliftonrental@gmail.com