

Rental Agreement for Burrton City Buildings

Flickinger Building Key# _____

City Hall Auditorium Key # _____

Date(s) Requested: _____

Name: _____

Address: _____

City, State, Zip: _____

Phone #: _____

Occasion for rental: _____

Fees:

Flickinger Building:

\$50.00 Deposit \$50.00 per day residents \$90.00 per day non-residents

Approximately 10 tables and 80 chairs, full kitchen, 2 12-foot picnic tables outside

City Hall Auditorium:

\$50.00 Deposit \$75.00 per day residents \$115.00 per day non-residents

Approximately 20 tables and 160 chairs, full kitchen, stage, and portable staging

If more tables and chairs are needed there will be an additional charge of \$25.00 to move them from the Flickinger Building if it is not already reserved for the time frame needed. City employees are the only ones able to move them between buildings.

NO ALCOHOL OR SMOKING IS ALLOWED IN THE CITY BUILDINGS OR ON CITY PROPERTY

Deposit to be refunded upon inspection of building and return of the key by the first business day following the rental. Please follow check list on the back for cleanup.

By signing this agreement, I acknowledge reading both sides of this agreement, and I understand that I am fully responsible for all damages above and beyond the amount of the deposit.

Signature: _____ Date: _____