

Town of Hamburg Rental Agreement

Rental Fees:

Large Room (approximately 100 people) \$300.00 + \$200.00 deposit

Small Room (approximately 50 people) \$200.00 + \$200.00 deposit

Both Rooms \$500.00 + \$300.00 deposit

Please bring your own dishcloths, dishtowels and utensils.

To get your deposit back after use of the hall:

1. Be sure everything is clean and personal belongings are removed from the hall by midnight of the rental date.
2. Under no circumstances is the bar in either room to be moved.
3. Empty all wastebaskets and put bagged trash only in the dumpster provided out the north side of the building.
4. Sweep floors, broom can be found in closet located by bathrooms on small side. If there are any spills they need to be cleaned up.
5. In the large side put tables and chairs back on top of washed tables and the small side put all chairs in the chair cart.
6. Any damage to walls, floors, etc. (marks, staining or repairing needed) will be deducted from deposit and in some cases could be more than the deposit.
7. All garbage outside is the responsibility of the renter and needs to be cleaned up.
8. Deposit returns will be decided at the monthly meeting following the rental and mailed to the address listed below. All decisions on the condition of the hall will be made final by the Hamburg Town Board.

Date of Rental _____ **Total Cost** _____

Printed Name _____

Signature _____

Address _____ **Phone** _____

Deposit is payable prior to your rental. Make all checks payable to *Town of Hamburg* and mail to: 244438 Schoolhouse Lane, Athens, WI 54411. Questions? Contact Eric Vogel at 715-539-3781 or 715-573-8518.