

TOWN OF COTTAGE GROVE

4058 CTH N
COTTAGE GROVE, WI 53527

PERMIT FOR USE OF (circle one)

Town Hall
4058 County Road N
Cottage Grove, WI 53527

Flynn Hall
116 W. Reynolds St.
Cottage Grove, WI 53527

NO SMOKING POLICY IN BOTH HALLS

GENERAL INFORMATION

Date(s) of use: _____ Hours of use: _____ to _____

Issued to: _____ Representing: _____

Address: _____ Phone No. _____

Will kitchen be used? Yes No

FEES EFFECTIVE FOR RENTAL DATES AFTER 12/31/2019

Town Hall: \$150.00 for residents of the Town of Cottage Grove.

Flynn Hall: \$150.00 for residents of the Town or Village of Cottage Grove.

Non-residents: \$1,000.00 for either hall. (all fees include sales tax.) Civic Organizations are exempted.

A refundable deposit of \$100.00 (residents) or \$500 (non-resident) will be collected and returned after event, if the Hall is satisfactorily cleaned and no damage has been done. All trash must be removed, kitchen cleaned, floors swept clean and furniture replaced and key must be returned the following business day. If the clean-up must be done (or redone) by Town personnel, or the key is not returned, the deposit amount will be forfeited. Key pick up needs to be done on Friday, before 12:30 P.M. Office Hours 8:00 A.M. – 12:30 P.M.

User fee collected by: _____ on _____

Deposit collected by: _____ on _____

Deposit returned by: _____ on _____

To: _____

Reason for forfeiture: _____

SIGNATURES

Permit issued by: _____
(For the Town of Cottage Grove)

Permit issued to: _____

Date: _____

**AGREEMENT ASSUMING RISK OF INJURY OR DAMAGE,
WAIVING AND RELEASING CLAIMS AND INDEMNIFYING THE
TOWN OF COTTAGE GROVE
FOR USE OF TOWN FACILITIES**

WHEREAS, I, _____, (on my own behalf) and/or on behalf of _____ (hereinafter "Renter/User") have requested permission to use the following facilities in the Town of Cottage Grove for the following purpose(s):

WHEREAS, one of the Town of Cottage Grove's conditions for granting me and/or my organization use of the facilities for the described purpose(s) is that the Renter/User enter into this AGREEMENT ASSUMING RISK OF INJURY OR DAMAGE, WAIVING AND RELEASING CLAIMS AND INDEMNIFYING THE TOWN OF COTTAGE GROVE FOR THE USE OF TOWN FACILITIES (the "Hold Harmless Agreement"), and

WHEREAS, I warrant and represent that I am duly authorized to enter and bind the Renter/User on this Indemnification Agreement.

NOW, THEREFORE, in consideration of the above recitals, which are incorporated by reference, and permission being given to allow use of the Town of Cottage Grove facilities, I understand and agree:

1. That Renter/User agrees to use the town facilities in a manner that enhances the safety of all. Renter/User shall take all reasonable and prudent precautions to insure safe use of the town facilities to Renter/User's purpose(s) and to protect those using the town facilities, including obtaining insurance that is warranted or advisable to protect the participants and the Town of Cottage Grove from harm.
2. That Renter/User agrees to use the town facilities for the stated purpose(s) only and to take all reasonable and prudent precautions to insure that the Renter's/User's invitees, guests and/or others use the town facilities for the stated purpose(s) only.
3. That Renter/User agrees to use the town facilities solely at their own risk and to take all reasonable and prudent precautions to insure that Renter's/User's invitees and/or others use the town facilities solely at their own risk. The Town of Cottage Grove does not and shall not accept any liability for any injuries, deaths, property damage, or other claims arising out of the use by the Renter/User of the town facilities.
4. That Renter/User shall fully indemnify and hold harmless the Town of Cottage Grove and its officers, employees and agents from any and all claims, liability and/or costs, of any nature whatsoever, resulting from or related to Renter's/User's use of the Town facilities.
5. That Renter/User hereby releases the Town of Cottage Grove and its officers, employees and agents from any and all claims for liability resulting from or related to Renter's/User's use of the town facilities, and waives any rights Renter/User may have to file any such claims, whether known or unknown.
6. That the Renter/User understands that no alcohol may be sold on the premises, and hereby releases the Town of Cottage Grove and its officers, employees and agents from any and all claims for liability resulting from the consumption of alcohol on the premises.

RENTER/USER:

Dated: _____

Authorized Signature

Print Individual's Name and Address:

Print Organization's Name and Address:
