

RESOLUTION RE
TOWN OF WOLF RIVER TOWN HALL USE REGULATIONS

WHEREAS, the new Town Hall of the Town of Wolf River, Winnebago County, Wisconsin is located at 3800 County Road II, Fremont, Wisconsin; and

WHEREAS, the Town Board has determined that it is in the public interest to make the Town Hall meeting room, warming kitchen, restroom facilities and exterior grounds available for public rental.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of Wolf River, Winnebago County, Wisconsin, does hereby adopt the following regulations for the use of the Town Hall:

A. WHO MAY USE THE HALL

The Town Hall meeting room is available for use by Town of Wolf River residents and owners of real property for social gatherings, such as showers, picnics, etc. To make the hall available to as many people as possible, curtail the cost to taxpayers and to keep our rental fees reasonable, we require everyone to follow the regulations when using the Town Hall. The Town of Wolf River retains the right to refuse rental to any organization or individual, as it deems appropriate, necessary, and/or to be in the best interest of the Town of Wolf River. Hall rental use is restricted to Town of Wolf River real estate owners and residents. The Town Hall may also be made available for use by government agencies, such as planning commissions, sanitary districts, 4H Club meetings and any other organizations related to government. Use by any of these organizations shall be without fee.

B. RESPONSIBILITY

In completing the application form, each individual applicant, group or organization must designate a responsible party who shall be a Town resident or real estate property owner and shall sign the form as applicant. Their responsibility shall include but not be limited to, control of the group using the hall and keeping it clean. Said party shall not have the right to sublet this facility. All rules and regulations must be followed. The Town of Wolf River has the right to withhold any or all of the deposit it deems necessary to cover the cost of clean up and or repair. **THE SIGNED RESPONSIBLE PARTY WILL BE HELD RESPONSIBLE FOR ANY COST DUE TO DAMAGE< REPAIR OR MISSING ITEMS FROM THE TOWN HALL.** The applicant shall be liable for such additional cost. This may be collected in any manner authorized by law and may, if necessary, be added as a special charge on the applicant's real estate tax bill.

C. MAINTENANCE OF ROOM(S)/GROUNDS

The rooms and grounds must be put "in order" condition as described below. If not in order when you arrive, please report this or any other conditions that are not as they should be to the Town Clerk's office immediately. The rooms/grounds are in order when:

- The kitchen, floors, counters, tables and chairs are returned to clean and sanitary condition.
- All of the food and supplies that you have brought in are removed.
- All of the trash/garbage has been bagged and **REMOVED** from the premises.
- All the tables, chairs & equipment have been **CARRIED** to original location. **DO NOT SLIDE.**
- The restrooms are left in clean and sanitary conditions.
- All litter (cigarette butts, etc) has been removed from the premises.

A vacuum cleaner, mops and brooms are available. The user is expected to bring all of the necessary cleaning supplies, garbage bags and towels.

D. TOBACCO & HAZARDOUS/ILLEGAL SUBSTANCES

The Town of Wolf River Town Hall is a **SMOKE FREE** facility. The use of illegal/hazardous substances is strictly prohibited.

E. ALCOHOL

Responsible use of alcohol is allowed within the laws of the State of Wisconsin. No intoxicating liquor, fermented malt beverage, or wine shall be directly or indirectly sold, unless the applicant holds a picnic beer license issued by the Town. Charging a fee to attend a function where intoxicating liquor, wine or fermented beverages are served constitutes sale.

F. DECORATIONS

No decorations to be attached in any way to walls, woodwork, doors, windows, ceiling or light fixtures. All decorations must be free standing and unattached.