

**G. CHAPERONES**

In the event of minors using the hall, there shall be at least two (2) adult chaperones present for every 25 minors. Adult chaperones must be in attendance during the entire event.

**H. BEHAVIOR**

Any one using the facility or being on the premise of the Town Hall and grounds shall be expected to exhibit proper behavior at all times. Failure to comply with the requirements may result in forfeiture of future use of the facility. Disorderly conduct or vandalism may result in immediate expulsion or arrest.

**I. ANIMALS**

No animals, except those assisting handicapped persons, are allowed in the building.

**J. ROOM ACCESSIBILITY AND KEYS**

The Town Hall meeting room has a capacity of 135 people. A warming kitchen is available. Applicants are responsible for turning off lights and locking rooms and entrance doors. Times of opening and closing shall be indicated on the application form, the rental period ends at twelve (12) midnight. Someone must be present in the building at all times after it is unlocked. To maintain the present heating/cooling temperature the doors must not be propped open. **THE KEYS MUST BE RETURNED AT THE END OF THE RESERVATION DATE. THE KEYS MAY BE PLACED IN THE DROP BOX LOCATED IN THE FRONT ENTERANCE. Your deposit will be forfeited if key(s) are not returned and you will be held responsible for the cost of re-keying the doors.**

**K. RESERVATIONS**

Scheduling for all Town Hall use must be done through the Town of Wolf River Clerk. **A Town elected official may cancel, limit or modify any permission for use previously granted as is deemed reasonable necessary to accommodate business of the Town or any entity thereof.** A signed usage application must be signed before the date of the event. The user **must sign and return the usage application and fees** to the Clerk to secure the date for the event. A \$25.00 fee will be held if rental is cancelled later than ten (10) days before the rental date.

**L. FEES**

Hall rental fees shall be \$50.00 plus a security deposit of \$100.00. The Town reserves the right to require a certified check/money order. Credit/debit cards not accepted. A town official shall return the security deposit within a reasonable timeline after an inspection of the hall has been completed. Proof of residency/property ownership may be required.

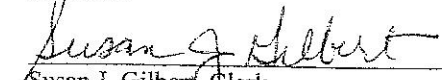
**M. RELEASE OF LIABILITY**

The rental agreement shall contain a provision providing that for and in consideration of the use of the Town of Wolf River facility, the applicant/group or the organization hereby agrees to indemnify and save the Town of Wolf River free from and against any and all loss, damage, claim, demand, liability or expense by reason of any damage or injury to property or person which may be claimed to have arisen as a result of or in connection with applicant/group or the organization, and hereby agrees to reimburse the Town of Wolf River for any and all cost to repair any damage that may be caused directly or indirectly to the facility during the time period of occupancy and/or use of said premise.

Dated this 23 day of May, 2005

  
Randal S. Rutten, Chairperson

ATTEST:

  
Susan J. Gilbert, Clerk