

City of Spicer
Dethlefs Senior Center Rental Agreement
217 Hillcrest Ave, PO Box 656 Spicer, MN 56288
City Office Phone: (320)796-5562 Fax (320)796-2044
Dethlefs Senior Center Phone: (320)796-5208
Website: www.explorespicer.com

Renter: _____

Address: _____

Daytime Phone: _____

Rental Date: _____

Event Start Time: _____ Ending Time: _____

Approximate # of People _____

The Dethlefs Senior Center is a public place and **SMOKING IS NOT ALLOWED INSIDE THE BUILDING.**

Any use of liquor, intoxicating or non-intoxicating shall not be permitted.

Only the Serving Area and kitchen sinks of the Dethlefs Kitchen are available for use. All kitchen equipment (stoves, warming table, refrigerators, microwave, serving utensils and backroom supplies) are not for public use. The main room has a kitchenette which includes stove, refrigerator, microwave, sink and coffee pots that are available for public use.

Chairs, tables or other equipment will not be borrowed or removed from the building at any time.

Party renting the dining hall is responsible for leaving the areas as they found them. Tables and chairs shall be wiped down as necessary and returned to their original set-up. Trash needs to be picked up and garbage containers emptied. Visible spots on the floor need to be vacuumed and/or swept up. No furniture shall be removed from the dining center. Piano, organ and pool table must remain in place.

Damage Deposit Requirement: \$200.00 damage deposit is required and will be returned within 5 working days if building is found acceptable after event.

Fee Schedule:

Commercial, Private Citizens	\$85.00
Exempt Service Organizations-Veteran Organizations, Boy & Girl Scouts, NL-S Schools	\$50.00

Sign below and return the application along with two separate checks (one rental check and one for damage deposit) to the CITY OF SPICER, P O BOX 656, SPICER, MN 56288.

By signing the renter agrees to accept all requirements and accept all responsibility for any damages that may occur.

Signature

Date

OFFICE USE:

Rent Received (date/initials) _____
Deposit Received (date/initials) _____
Deposit Returned (date/initials) _____