

City of Spicer

DETHLEFS COMMUNITY CENTER
RENTAL AGREEMENT



217 Hillcrest Avenue, Spicer, MN 56288
320.796.5562 | explorespicer@cityofspicer.org
www.explorespicer.com

RENTAL DATE: _____

EVENT START TIME: _____ EVENT END TIME _____

TYPE OF EVENT: _____ # OF PEOPLE _____

BUILDING ACCESS TIME: _____ (SET UP AND PREPARE FOR YOUR EVENT)

RENTER NAME: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

\$200.00 DAMAGE DEPOSIT REQUIRED AT TIME OF RESERVATION (RETURNED WITHIN 5 BUSINESS DAYS OF RENTAL)

RENTAL RATES: (Check one)

<input type="checkbox"/> PRIVATE/COMMERCIAL	LIMITED USE KITCHEN	\$100.00
<input type="checkbox"/> PRIVATE/COMMERCIAL	FULL KITCHEN*	\$150.00
<input type="checkbox"/> CLUBS	LIMITED USE KITCHEN	\$50.00
<input type="checkbox"/> EXEMPT ORGANIZATIONS	(VETERANS ORGANIZATIONS, BOY/GIRL SCOUTS/NL-S SCHOOLS)	NO CHARGE

LIMITED USE KITCHEN INCLUDES USE OF KITCHENETTE AND MAIN SERVING AREAS/COUNTERS.

**FULL KITCHEN RENTAL INCLUDES THE USE OF THE COMMERCIAL GAS STOVE/OVEN.*

RULES: Dethlefs Community Center is smoke, alcohol and drug free. No exceptions. Chairs, tables or other furniture/equipment will not be removed from the building. Rental party is responsible to leave the Dethlefs Community Center areas as they found them. Tables, chairs, servings areas, counters and sinks must be wiped down as necessary and returned to their original set up. Trash must be picked up and trash containers must be emptied. Visible spots on the floor must be vacuumed/swept up. Piano and pool table must remain in place.

Signature Date

Paying online: no rental reservation is guaranteed without confirmation from Spicer City office.

Pay rental and damage deposit on two separate checks.

Office Use:

Date Rental Paid _____ Check # _____ Date Deposit Paid _____ (pay deposit separate from rental)