

DETHLEFS COMMUNITY CENTER RENTAL AGREEMENT

City of Spicer
PO BOX 656, SPICER, MN 56288
320.796.5562 | explorespicer@cityofspicer.org
www.explorespicer.com



RENTAL DATE: _____

No rental reservation is guaranteed without confirmation from Spicer City office.

\$200.00 DAMAGE DEPOSIT REQUIRED AT TIME OF RESERVATION. MUST BE PAID BY SEPARATE CHECK.

____ PRIVATE/COMMERCIAL \$100.00
____ CLUBS \$50.00
____ EXEMPT ORGANIZATIONS NO CHARGE (VETERANS ORGANIZATIONS, BOY/GIRL SCOUTS/NL-S SCHOOLS)

RENTER NAME: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

EVENT START TIME: _____ EVENT END TIME: _____

TYPE OF EVENT: _____ # OF PEOPLE: _____

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

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, serving 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. Deposit checks are shredded after the rental if all is satisfactory.

Signature

Date

For City Use Only

DATE RENTAL PAID _____

CHECK # _____

DATE DEPOSIT PAID _____

CHECK # _____