# Madison City Hall

# Building Rental Agreement

**404 6th Ave, Madison, MN 56256**

**Phone: 320-598-7373**

## Name of Person/Organization/Group:

## Address:

## 

## Phone:

## Email:

## RENTAL DATE:

## HOURS OF RENTAL:

**Rental Rates for City Hall**

**(Circle Area Renting)**

Madison Room (Upstairs) $25.00

Auditorium - $50.00

Basement- $50.00 (After 4:30 pm on weekdays)

$35.00 Extra charge for cleanup, if needed after rental

## General Information:

By signing the rental agreement, you acknowledge that you have received and read all the rules pertaining to the City Hall building and agree to take care of our building under the terms listed.

You are responsible for leaving the City Hall in the same condition in which you found it and responsible for any damage to the property during your rental time.

The building is available for your use from 9:00 am -10:00 pm. Please allow yourself enough time for clean-up.

Smoking and Vaping are not permitted in the building at any time. No Alcoholic beverages or drugs are allowed on the premises.

The building cannot be used for garage sales.

If renting the basement, please be aware the kitchen appliances including the stove and refrigerator cannot be used - they are reserved to be used by the Prairie Five Nutrition.

We ask that you and your guests stay in the area you have rented and not allow guests to wander throughout the building.

**Renter's Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Today's Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Payment received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**