



Visions of the Future.

DATE OF RENTAL \_\_\_\_\_

Village of Rochester Facility Use Application

Applicant/Responsible Party \_\_\_\_\_
Address \_\_\_\_\_ Phone# \_\_\_\_\_
Driver's License# \_\_\_\_\_ Email \_\_\_\_\_
Type of Use (Shower, Graduation Party, Wedding Reception, etc., \_\_\_\_\_
Estimated Attendance \_\_\_\_\_

RENTAL REQUEST

- Village Hall \$100 per day (resident) \$200 per day (non-resident)
Pavilion \$100 per day (resident) \$200 per day (non-resident) May 1 - October 30
Both Hall & Pavilion \$150 per day \$300 per day non-resident
\*\$500 rental deposit required for hall rental \*\$200 rental deposit required for pavilion rental

The Village Hall is available for community, civic, family gatherings and non-profit events only. Proof of non-profit status is required in the form of a tax-exempt number.

\*\*\*This rental agreement is for the day(s) specified only. No set up is allowed earlier than the date(s) specified at 9:00 a.m. unless special permission is obtained to do so. All party items are to be removed by 10:00 p.m. on same day of rental. FAILURE TO DO SO FORFEITS YOUR SECURITY DEPOSIT IN FULL\*\*\*

THE RENTER IS HELD RESPONSIBLE FOR ANY DAMAGES OCCURING TO THE BUILDING OR ITS CONTENTS

WARNING: THERE ARE MANY PEOPLE WITH ACCESS TO THIS BUILDING. Leaving personal belongings in the hall is done at your own risk. The Village is not responsible for any loss or theft.

I certify that all the above information provided is accurate and I agree to assume all responsibility for proper care, cleanup and utilization of the stated hall and or pavilion. I have received a copy and hereby agree to abide by all Rental Policies and Procedures. I shall keep the Village of Rochester harmless from any and all liability arising from the use and rental of the above hall and or pavilion. I further agree to be held responsible for any cleanup or damage fees assessed by the Village of Rochester, resulting from my use of the facilities on Village of Rochester property.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Office Use Only

Resident \_\_\_\_\_ Non-Resident \_\_\_\_\_ Rental Payment \$ \_\_\_\_\_ Cash \_\_\_\_\_ Check# \_\_\_\_\_

Key Issued to \_\_\_\_\_ Date \_\_\_\_\_

Deposit Payment \$ \_\_\_\_\_ Cash \_\_\_\_\_ Check# \_\_\_\_\_ Key Returned Y N