

**TOWN OF FREDENBERG
5104 FISH LAKE RD
DULUTH, MN 55803**

COMMUNITY CENTER RENTAL AGREEMENT

All persons or organizations interested in renting the Community Center or using equipment, must contact the Town Clerk at 721-3991 or Fredenbergtpw@gmail.com to reserve the use of such, at least two (2) weeks in advance of the rental date. Policies and rules governing the uses of the Community Center are covered in official policies/ordinances and should be reviewed with the Clerk prior to signing this agreement.

TYPE OF ACTIVITY/NEED: _____

DATE NEEDED: _____ EXPECTED ATTENDANCE: _____

TIME: _____ TO _____ AREA NEEDED _____
TABLES.CHAIRS NEEDED _____

RESPONSIBLE PARTY: _____

ADDRESS: _____ PHONE _____

RESIDENTS:

Wedding receptions, dances, large gatherings (50 or more)	\$100.00 + \$100.00 cleaning deposit
Showers and small gatherings using lower level and kitchen facilities	\$40.00 + \$100.00 cleaning deposit
Showers and small gatherings using upstairs room without kitchen privileges	\$30.00 + \$50.00 cleaning deposit

NON-RESIDENTS:

Wedding receptions, dances and large gatherings (50 or more)	\$200.00 + \$100.00 cleaning deposit
Showers and small gatherings using lower level and kitchen facilities	\$75.00 + \$100.00 cleaning deposit
Showers and small gatherings using upstairs room without kitchen privileges	\$50.00 + \$50.00 cleaning deposit

Please note: Make out two (2) checks, one for the rental fee and one for the cleaning deposit, payable to the Town of Fredenberg. The cleanup deposit will be returned upon inspection of the facility.

1. Individuals or groups leaving any equipment or goods on the premises will do so at their own risk.
2. A special-use agreement may be issued by the Town Clerk to any local individual or small group wishing to use the Community Center for a private enterprise. A minimum charge of \$15.00 per event for use of heat, lights and general use of the building and the \$50.00 cleaning deposit will be charged. Alcohol is not permitted without prior agreement. Certified law enforcement official must be present and paid for by the renter if alcohol is allowed.
3. Chaperons are required for all teenage functions. There must be a letter signed by each chaperon (adult) for each ten (10) teenagers attending the function.
4. Cleanup will be inspected and confirmed by the building custodians and/or clerk before the cleaning deposit will be refunded. The cleanup must be accomplished by 2:00 pm the day after the function is held.
5. There will be a \$5.00 charge for any rental key that is lost.
6. Governmental, special interest type meetings for the good and welfare of Fredenberg residents may use the facilities free of charge by appointment only.
7. Renter shall reimburse the Town of Fredenberg for any damages to the building or grounds resulting from this rental.
8. Groups or organizations wishing to use the outside grounds area for special events, (picnics, races, concerts, etc) will pay \$50.00 per day and a refundable cleanup fee depending on whether panels are used on the pavilion or not. Proof of insurance must also accompany this agreement request.

I, _____ (Group Representative) have read, understand and agree to the rules and rental rates governing the Fredenberg Community Center.

DATE _____

Clerk, Town of Fredenberg

DATE: _____