

**RENTAL APPLICATION
PALMER TOWNSHIP HALL
4180 – 105TH AVENUE
CLEAR LAKE, MN 55319**

Applications must be submitted to the Town Clerk at least 14 days before the Event along with the \$75.00 Rental Fee, plus \$150.00 damage deposit (separate check).

Date of the Event: _____ Type of Event: _____

Applicant Information:

Name: _____ Date of Application: _____

Address: _____ Home Phone: _____

_____ Work Phone: _____

Rental Hours: Start time: _____ End Time: _____

Alcohol: Will any alcohol be brought to or consumed at the event? ____ Yes ____ No

IMPORTANT: Alcohol may not be sold or otherwise exchanged for compensation in any way in connection with the use of the Hall. If alcohol will be present, the Town may require a licensed law enforcement officer to provide security for the event. The Town will require proof of insurance if alcohol is to be served.

Insurance: Applicant may be required to provide proof of liability insurance before the event in an amount determined by the Town..

Residency: Is the applicant a resident of the Town? ____ Yes ____ No

Rental Fees and Damage Deposit: A non-refundable application fee must be paid at the time of submitting the application. All additional fees and a damage deposit, must be paid to the Town at least 14 days before the event or this application is voided. The applicable fees are those as set by the Town in its Township Hall Rental Policy.

Applicant understands and agrees that if its application is approved, applicant is fully responsible for the event and is subject to the terms and conditions of the Township Hall Rental Policy.

Applicant's Signature: _____ Date: _____