

**PALMER TOWNSHIP
4180 – 105TH AVENUE
CLEAR LAKE, MN 55319
(320) 743-2100**

Attached is a copy of the Palmer Township Rental Policy and Application, for the Township Hall.

Please read the policy carefully. This policy information is for the renter's reference and does not need to be returned with the application. Please return the application at least 2 weeks prior to the date requested to ensure your reservation.

The application must be returned to the Township Hall with the full rental amount, along with any necessary insurance documents. Note: There will be a \$30.00 charge for any returned checks.

The key for the Township Hall may be picked up at the Township Hall any time between 8:00am and 4:00 pm on the Tuesday prior to your event.

Decorating for your event is permitted, however, under NO circumstances should anything be fastened to the ceiling fans. Damage has resulted from attaching string, ribbons and other items to the fans

The Township wishes you great success with your event.

Kelly McCann
Palmer Township Clerk

Emergency contact - Mike Ganz 612-865-0343 or Richard Larson 320-293-2888