

Dan Schmidt
715-451-4099

NEKOOSA AREA SENIOR/COMMUNITY CENTER
RENTAL APPLICATION

Joyce Aiello
715-451-2771

Event: _____

Person(s) in charge: _____

Address: _____

Phone Number: _____

Date Requested: _____ Time Requested: _____ to _____

Number of people expected to attend: _____

Name of Caterer: _____

Hired caterers must have a state/county restaurant license and a copy of their license will be required. The City of Nekoosa will not be held responsible for lawsuits in regard to the caterer.

Rates (Check all that apply):

	Main Hall	\$600
	Main Hall w/No Kitchen (Funeral)	150
	Main Hall w/Partial Kitchen (Funeral)	175
	Main Hall w/Full Kitchen (Funeral)	200
	Main Hall/Kitchen - 50% discount on Monday thru Thursday rentals	
	Main Hall/Kitchen - 50% discount for Civic/School/Non-Profit/Events 150 people or less. (*See Note)	
	Large Meeting Room (Commercial Use) (*See Note)	100
	Large Meeting Room (Civic Groups) (*See Note)	25
	Small Meeting Room (Commercial Use)	25
	Small Meeting Room (Civic Groups)	15
	Kitchen - Full Use	200
	Kitchen - Preparation Use Only (\$1.00 per table setting not to exceed \$100.00)	
	Bar	50
X	Security Deposit (100% Refundable if criteria are met)	200
	MULTIPLE DAY RENTALS AVAILABLE FOR A 20% DISCOUNT	
	(20% discount is on additional days rental excluding the main event)	
	* Note: May only book within four (4) months of the event.	
	RENTAL TOTAL	

50% of 'Rental Total' and 100% of Security deposit must be paid at time of reservation.

Terms:

Down payment to hold Date (see above):

Amount Paid: _____ {Check #: _____, Cash} Date _____

Received by: _____

Balance Due no later than thirty (30) days prior to event:

Amount Paid: _____ {Check #: _____, Cash} Date _____

Received by: _____

Office Use Only {Notes/Comments}:

Signature (Renter): _____ Date : _____