

VILLAGE OF KENDALL  
PO Box 216  
219 South Railroad Street  
Kendall, WI 54638

**APPLICATION FOR USE OF COMMUNITY HALL**

Organization: \_\_\_\_\_ Date of Use: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Hours of Use: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Address (Street and City): \_\_\_\_\_

Is your group qualified as non-profit as per IRS Code 501(3)(c)? \_\_\_\_\_

**ACTIVITY**

Description of activity: \_\_\_\_\_

The undersigned hereby applies for use of Kendall Community Hall, agrees to pay the rental rate stated, if any. I/We acknowledge receipt of a copy of the attached rules and agreement to abide by them.

It is agreed that while being used by the Undersigned, proper control will be maintained over the building and any person who may be therein. It is agreed that any damage beyond normal use for the purpose requested will be the liability of the Undersigned.

The Undersigned agrees to indemnify, save, and hold free and harmless the Village of Kendall and its officers, agents, and employees, from and against all claims, demands, loss liability, cost or expense of any kind or nature whatsoever which the Village or its officers, agents, or employees, or any of them may sustain or incur.

It is agreed if alcohol is to be served at the event a legal organization of the Village of Kendall (Legion, Lions, Fire Dept, Community Club) will be hired to serve.

Application: Approved by \_\_\_\_\_ Denied by \_\_\_\_\_

Date \_\_\_\_\_

## FEES

- **Pre-qualified organizations will be permitted to use the hall once annually without fee.**
- **Per Day Charge for use of Hall: \$300.00**
- **All organizations and renters are required to provide a security deposit of \$200.00 for cleanup. The deposit will be refunded following inspection of the hall and approval by either the Village Clerk or a member of the Village Board's Hall Committee. Charges will be assessed for damage and/or extra clean-up.**

## CHECK-OUT

- Hall inspected and released of refund approved by:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

- Hall inspected and deposit held for damages/clean-up as stated:

\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_