

# TOWN OF OCONTO FALLS HALL RENTAL CONTRACT

- \$60.00 Fee when booked, \$10.00 Refund if cleaned
  - Building must be cleaned after every use
  - Persons renting building are responsible for lost or damaged property
  - No tape allowed on walls or ceiling when decorating
- Turn down furnace to correct temperature of 62 in winter
- Take your garbage with you
- Close and lock all windows
- Turn out all lights
- Lock all doors when leaving
- Return key within 2 days

**CONTACT:** Dave Alsteen to reserve date at 920/373-7435 or email:  
[dalsteensouthernfire@hotmail.com](mailto:dalsteensouthernfire@hotmail.com)

**RENTAL EVENT:** \_\_\_\_\_  
**DATE OF RENTAL:** \_\_\_\_\_

**RENTER:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
**PHONE:** \_\_\_\_\_  
**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

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**KEY RETURN DATE:** \_\_\_\_\_  
**DAVE ALSTEEN:** \_\_\_\_\_

**REFUND DATE:** \_\_\_\_\_