



Where Family Roots Grow Deep

8524 W. Main
Mapleton, IL 61547
Phone: 309-697-0137
Fax: 309-740-0368

APPLICATION FOR VILLAGE HALL RENTAL

APPLICATION DATE: _____

Applicant: _____

Date Needed: _____ **Time Needed:** _____

Equipment Needed: _____

Note: Village has no AV Equipment

COST: A \$100 rental fee and deposit - \$50 rental fee plus \$50 deposit – will be collected at time of application from the responsible party for the rental of the village hall. The renter will receive the \$50 deposit back after the key is returned and the hall as has been inspected and left in good condition and rules of the rental agreement are followed. (Fee is waived for Mapleton Residents only if the event is for a funeral gathering or celebration of life.) Terms are the hall should be cleaned and left in good condition, tables and chairs returned to original position or folded and stacked. If cleaning is needed after the event, the \$50 deposit will be used for cleaning.)

RULES: Smoking is not allowed in the village hall or within 15 feet of the entrances. Alcoholic beverages are not allowed on the premises.

Responsibility: The Mapleton Village Hall will be cleaned and ready for the date and time indicated. The person listed on the application is responsible for ensuring that the hall is left clean with its equipment and belongings in the same condition if was found. If there are any questions or concerns, please contact the village clerk at 309-697-0137.

Additional Information:

Group or Business: _____

Contact Person: _____ Phone No: _____

Physical Address: _____

Mailing Address: _____

City: _____ Zip: _____

Additional Contact Phone No.: _____

Applicant Signature: _____

Approved: _____ Date: _____

Village Clerk

PAYMENT:

Method: _____ Date Received: _____

By: _____