

Mapleton, Illinois

8524 W. Main
Mapleton, IL 61547
309-697-0137



APPLICATION FOR VILLAGE HALL RENTAL

APPLICATION DATE _____

Applicant _____

Date Needed _____

Time Needed _____

Equipment Needed _____

Cost: A \$125 rental fee and deposit – \$75 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 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 – terms are the hall should be cleaned and left in good condition. If cleaning is needed after the event a clean-up fee of \$50 will be charged to the responsible party.)

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 it 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 _____

Current Physical Address _____

Mailing Address _____

City _____

Zip _____

Phone Number _____

Additional Contact Number _____

Applicant Signature

Approved _____

Village Clerk

Date _____

PAYMENT

Method _____

Received _____

By _____