

Section VI City Hall Auditorium Rental Rates (Effective August 3rd, 2021)

RULES AND REGULATIONS

The City Hall Auditorium and kitchen may be rented to responsible parties upon written application to the City Clerk; said application to be acted upon in order in which they are filed. No verbal application shall be considered. Groups using the auditorium for the first time must check with the office so that they are familiarized with the location of the light switches and cleaning supplies.

The person or organization renting the auditorium will assume full responsibility for any damages to the building or its contents resulting from their use of the building. Groups sponsoring dances are required to provide a list of chaperones and attendants who will be present during the period of their use of the building. Chaperones are responsible for seeing that everyone stays within the auditorium and restrooms and are not roaming in other areas of City Hall.

SCHEDULE OF CHARGES – PAYABLE IN ADVANCE

Deposit fee for all uses without alcohol (Fee will be refunded if no damage was done and it was cleaned.)	\$ 60.00
Deposit fee for uses with alcohol (Fee will be refunded if no damage was done and it was cleaned.)	\$200.00
Rental fee no alcohol: Weekday 8 a.m. to 4:30 p.m.	
. once a month	\$35.00 per month
. twice a month	\$55.00 per month
. three or more	\$70.00 per month
Weekends or after 4:30 on weekdays	
once a month	\$50.00 per month
twice a month	\$75.00 per month
three or more	\$100.00 per month
Rental fee alcohol	Weekends and evenings after 3:00 \$150 for residents \$300 for non residents
	Weekdays (Events ending Monday through Friday at 3:00) \$150 for residents \$200 for non residents