

# CITY OF HORICON

404 East Lake Street  
Horicon, Wisconsin 53032  
Phone Number 920-485-3500  
Fax 920-485-3503

## HORICON CITY HALL RENTAL AGREEMENT

RENTEE: \_\_\_\_\_ ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

FACILITY REQUESTED: \_\_\_\_\_ DATE: \_\_\_\_\_

TYPE OF ACTIVITY: \_\_\_\_\_ NUMBER OF PARTICIPANTS EXPECTED: \_\_\_\_\_

I certify, by my signature, that I have received, read and understand the condition for the rental of park and recreation facilities, and agree to abide by the conditions, rules and regulations stated therein, and that the above information is accurate.

**Refund of security deposit may take up to 30 days.**

Signature \_\_\_\_\_  
(Rentee must be at least 18 years of age) \_\_\_\_\_ (Date)

### FOR OFFICE USE ONLY:

KEY NO.: \_\_\_\_\_ DATE PAID: \_\_\_\_\_ RECEIPT NO.: \_\_\_\_\_

FACILITY RENTED: \_\_\_\_\_

RESIDENT \_\_\_\_\_ NON-RESIDENT \_\_\_\_\_

FACILITY RENTAL FEE: \_\_\_\_\_

SECURITY DEPOSIT: \_\_\_\_\_

TOTAL DUE: \_\_\_\_\_

### CITY HALL USE ONLY:

REFUND: APPROVED REFUSED DATE: \_\_\_\_\_

CHARGE FOR CLEANUP/OR DAMAGE: \$ \_\_\_\_\_

REASON FOR CHARGE: \_\_\_\_\_

INSPECTOR'S INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_

COPIES TO: Rentee

Police Department

City Hall