

VILLAGE OF MANCELONA

**120 West State St
PO Box 648
Mancelona, MI 49659
(231) 587-8331**

MARKET PAVILION RENTAL AGREEMENT

(also known as Railroad Park)

NAME: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

DATE REQUESTED: _____ TYPE OF EVENT: _____ # OF GUESTS: _____

Someone, other than myself, will pick up the key: YES _____ NO _____

Name and contact information: _____

A SPECIAL PERMIT AND INSURANCE WAIVER ARE REQUIRED 45 DAYS PRIOR TO YOUR EVENT IF YOU WISH TO CONSUME BEER AND/OR WINE.

ARE YOU INTERESTED IN THIS TYPE OF PERMIT? YES _____ NO _____

All rentals apply only to the date listed above; setup time on the prior day is not included. Picnic tables and cleaning supplies are provided.

By signing this document, I acknowledge that I am responsible for the group activity. I also agree to clean the Pavilion on the same day as the event. Deposit may be withheld if cleaning standards are not met.

Additionally, I understand that I must return the key on the next business day. Failure to do so will result in the forfeiture of my deposit. Return Date: _____

Signed: _____ Date: _____

For Village Use Only

Deposit Paid (\$25.00) Date: _____ Rct# _____ Rec'd By: _____

Rental Fee Paid (\$75.00) Date: _____ Rct# _____ Rec'd By: _____

KEY and DEPOSIT Returned on Date: _____ Rec'd By: _____