

# TOWN OF SHELBY

County of La Crosse

State of Wisconsin



2800 Ward Ave

La Crosse, WI 54601

Phone: (608)788-1032

Email: info@townofshelby.com

## RENTAL AGREEMENT FOR THE USE OF MORMON COULEE - EAST AND WEST PARK SHELTERS

The undersigned executes this agreement for the purpose of using a Mormon Coulee Park Shelter:

\_\_\_\_\_ Mormon Coulee Park West **Enclosed Shelter** (Bloomer Mill Road entrance)

\_\_\_\_\_ Mormon Coulee Park East **Open Shelter** (Park Drive entrance)

Date \_\_\_\_\_

In consideration for said use, the undersigned agrees, individually or on behalf of the organization represented, as follows:

1. That the undersigned shall pay a Rental Fee in the amount of \$\_\_\_\_\_ and damage deposit of \$\_\_\_\_\_

**Association (circle if applicable): Non-Profit / Shelby Ball / Town Employee**

**Alcoholic Beverages (circle one):** This event **will/will not** include the sale or bartending of alcoholic beverages.

2. That the undersigned acknowledges receipt of the *Shelter Rental Policy* and *Shelter Cleaning Checklist* for the use of a park shelter, copies are attached.
3. That the undersigned is liable for all damages and agrees to indemnify and hold the Town of Shelby from and against all claims, damages, losses, and expenses resulting from or arising out of the use of the park shelter by the undersigned during the period of this agreement.
4. The park shelter and its associated grounds are Town owned and the Town of Shelby shall at any time have the right to inspect the premises and enforce laws/ordinances of the Town, County and State of Wisconsin.

Name of Organization/Individual: \_\_\_\_\_

Mailing Address, City, State, ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alt Phone Number: \_\_\_\_\_

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

### \*\*\*\*FOR OFFICE USE ONLY\*\*\*\*

RECEIVED BY: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_

Rental Fee Received: Y/N Amount: \_\_\_\_\_ CASH/CHK # \_\_\_\_\_/ALL PAID

Damage Deposit Received: Y/N Amount: \_\_\_\_\_ CASH/CHK # \_\_\_\_\_/ALL PAID

Key Picked Up \_\_\_/\_\_\_/\_\_\_ Key # Given \_\_\_\_\_ Key Returned \_\_\_/\_\_\_/\_\_\_ Key # Returned \_\_\_\_\_

\*Key will be given the Friday before the event. **NOT PERMITTED to enter the shelter until 6:00 a.m. on the day of your scheduled event. Reminder, the park closes at 10:00 PM.**

\*\*If we must open the shelter because you have failed to pick up the key at the Town Hall, you will be charged an additional \$25.00.

\*\*\*IF THERE IS AN EMERGENCY CONTACT 911 OR SHELBY DISPATCH (608) 785-5944.