



Civic Center and Community Park Pavilion Use Agreement

Name of group: _____

Responsible party: _____

Address: _____

Phone number: _____

Email address: _____

Date of use: _____

Start and end time: _____

Do you understand that the Civic Center/ Park Pavilion must be cleaned after use?
(See the Civic Center Rules) Yes__ No__

By signing below you agree to pay for any damages done by you or your group,
and confirm that you have read the rules of the Drummond Civic Center/Park Pavilion
and agree to those rules.

Signature of responsible party: _____

Schedule of charges

Civic group: No charge

\$25.00 fee for use of Civic Center and kitchen by private parties

\$25.00 fee for use of Park Pavilion if kitchen is used.

Use of Park Pavilion is free

\$75.00 damage deposit. This will be held at the library and refunded upon inspection.

You may inquire about the Civic Center/Park Pavilion by calling the library during
business hours. Make your check payable to

Treasurer: Town of Drummond.

Library phone number: 715-739-6290

Drummond Civic Center & Park Pavilion Rules

To schedule the Civic Center call the library during business hours:
Phone: 715-739-6290

Schedule of charges:

*Free for civic groups

*\$25.00 For use of Civic Center and kitchen by private parties.

*\$75.00 damage deposit required. This will be held at the library and refunded upon inspection.

Key can be picked up and dropped off at the library.

Arrangements for drop off and pick up must be made with library staff.

Park pavilion use is free, with a \$25.00 charge if the kitchen is used.

For all usage there must be a responsible party who will sign for the key and be responsible for any cleanup and/or damage. The responsible party must replace or repair and damage incurred.

Cleanup consists of chairs and tables wiped clean and put away. Counters and floors reasonably cleaned (including removing gum). If there are spills, they must be mopped. Stove (including the oven) and refrigerator must be cleaned and empty after use. The bathrooms must be reasonably cleaned up after use. If regular users do not clean up, they may be denied future use.

Chairs and tables must not be removed from the building.

Regular users may have a key issued during the period of their use. Under no circumstances may keys be duplicated. All garbage must be removed when done. There is a \$5.00 fee per bag left.