

CITY OF HAYWARD, MN
COMMUNITY CENTER RENTAL APPLICATION & AGREEMENT

NAME OF RENTER: _____

ALTERNATE CONTACT: _____

NAME OF ORGANIZATION (IF ANY): _____

ADDRESS OF RENTER: _____

(Street)

(City)

(State)

(Zip)

HOME PHONE: _____ CELL PHONE: _____

BUSINESS PHONE: _____ ALTERNATE PHONE: _____

PURPOSE FOR WHICH FACILITY WILL BE USED: _____

DATE REQUESTED: _____ HOURS FROM: _____ HOURS TO: _____

WILL ALCOHOLIC BEVERAGES BE SERVED/ALLOWED AT EVENT? _____

WILL RENTER NEED TO DECORATE DAY BEFORE EVENT? _____

\$75.00 HALL RENTAL FEE PAID BY HAYWARD RESIDENTS: PAID: _____

\$125 HALL RENTAL FEE PAID BY NON-RESIDENTS: PAID: _____

\$100 DAMAGE DEPOSIT: PAID: _____

ALL RENTAL FEES AND DAMAGE DEPOSITS MUST BE PAID DURING REGULAR BUSINESS HOURS, OR BY MAIL, TO THE CITY OF HAYWARD 20532 810TH AVENUE, HAYWARD, MN 56043. PAYMENT MUST BE MADE PRIOR TO THE EVENT WITH TWO (2) SEPARATE CHECKS, ONE FOR THE RENTAL FEE AND ONE FOR THE DAMAGE DEPOSIT. Rates are effective for reservations made on or after 1/1/2020.

Signed By City:

Signed By Tenant:

Signature & Date

Signature & Date

Print Name

Print Name

Hold Harmless Agreement

I understand that my use of the Hayward Community Center is voluntary and that I am using it for my benefit only, or for the benefit of the group I represent. I agree that my use of the Community Center facility is undertaken at my own risk, or at the risk of the group I represent, and that the City of Hayward (City) will not be liable for any claims, injuries, damages of whatever nature incurred by me or members of my organization due to the negligence of members of my organization, or the negligence of third parties. On behalf of myself and the organization that I represent, I expressly forever release and discharge the City, its agents or employees, from any such claims, injuries, or damages. I also agree to defend, indemnify, and hold harmless the City from any claims, injuries, or damages of whatever nature arising out of or connected with the use of the Community Center. I also agree to reimburse the City for any damage, breakage, maintenance, or theft of equipment or real property, beyond the damage deposit figure if so warranted.