

MILROY PARK SHELTER RENTAL / RESTROOM AGREEMENT

Name of Party _____

Address _____

Phone # _____ Date of Rental _____

The following rules and regulations are set up for the continued use and maintenance of the Milroy Park shelters and restroom facilities. This information is for the benefit of all who use the facility, as well as the City of Milroy. ***Please read these instructions carefully.***

- * **A refundable deposit of \$50 is required to be paid to City Hall during regular weekday business hours to obtain the key for the shelter in the park.**
- * If, upon arriving for your event, there is any problem with the shelter or restrooms, please call the Public Works Director, **507-215-0699** or the City Clerk, **507-828-9735**. If you are unable to contact someone, make a list to present to City Hall when returning the key. *It is your responsibility to abide by all these rules and regulations.*
- * The parties using the facilities will be responsible to keep the area and restrooms clean and make sure the shelter electrical box is locked when their event is completed.
- * There are waste receptacles around the park that can be used for garbage and these will be emptied by the public works director.
- * ***ANY DAMAGED PROPERTY WILL BE ASSESSED TO THE RENTER.***
- * You must clean up ***immediately*** following your use.
- * The deposit will be returned after the public works director has inspected the facility for damage and the key is returned to City Hall.

REMINDER: Key must be returned to City Hall on the next regular business day to be eligible for return of deposit. If all is satisfactory, your deposit will be returned.

I UNDERSTAND THE ABOVE RULES:

Inspected on: _____

Signed:

By: _____

Key # _____

Deposit Paid _____

Date Key Returned _____

Received by _____

Amount of Deposit Forfeited: _____

Reason: _____