

City of Blair  
122 S Urberg Ave.  
PO Box 147 Blair, WI 54616  
608-989-2517

**Community Center User Agreement**

Individual or Organization \_\_\_\_\_

Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Business or Cell Phone \_\_\_\_\_

Rental Date Requested \_\_\_\_\_ Type of Event: \_\_\_\_\_

**2019 Rate - \$150.00 (\$50.00 DEPOSIT WILL BE RETURNED IF LEFT IN GOOD CONDITION)**

Persons or organizations renting the Community Center are responsible for the conduct of their members and guests. The Community Center must be left in good order. In the case of damage, the person or organization that signed the User Agreement for the event shall pay for such damage.

**TERMS & CONDITIONS**

- User must make a reservation through the City office.
- Alcoholic beverages may be served at private parties in accordance with Wisconsin Laws. Any sale of beer or wine requires a Temporary Beer License, as approved by the City Council.
- The user assumes responsibility for serving safe food and beverages. The City shares no responsibility for the quality of foods and beverages served.
- Persons or organizations using the Community Center must clean the facilities – wipe all counters and tables, sweep floor and mop if needed, clean out refrigerator, return chairs to racks and fold tables.
- No permanent alterations or defacing, such as staple gun use, are permitted for decorating or other purposes. Tape applied for decorating purposes must be completely removed.
- The Community Center is smoke free.
- The City of Blair reserves the right to reject or approve any request for use of the city facilities.
- A key for the Community Center must be picked up at the City office Monday-Friday, 8:00 a.m. – 4:30 p.m.
- Closing time for the Community Center will be no later than 2:00 A.M. Sunday- Thursday, 2:30 A.M. Friday and Saturday nights. It is expected that all cleanup will be finished by that time with lights off and doors locked. This will be enforced by local law enforcement.
- Payment in full of the current rate at the time of reservation is required within one week or the reservation will be cancelled. The price of Community Center reserved for future years is subject to change. **IN THE EVENT OF A PRICE INCREASE, YOU WILL BE RESPONSIBLE FOR THE DIFFERENCE.**

**NOTE: ALL FEES ARE NON-REFUNDABLE**

By signature of this agreement the person or organization acknowledges all terms & conditions of the user agreement.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date