

APPLICATION FOR USE OF EASON HALL FACILITIES

Name of Applicant/Organization

Contact Person Telephone

Address

Room(s): Auditorium North Room Balcony/Kitchen Other

Time: from to

Date Needed

Type of Activity (Age Group, if a Student Dance)

Anticipated Number of Participants

Will Alcoholic Beverages be consumed? Yes No

Admission Will be charged Will not be charged
Any receipts in excess of expenses will be used for (please be specific):

NO SMOKE OR FOG MACHINES !!

I have read and agree to comply with the *"Rules for Use of Eason Hall Facilities"*, and further agree to hold the Village harmless for any and all liability for injuries to persons or damage to property.

Authorized Signature/Date

Approved Disapproved Reason

\$100 Refundable Deposit by check to guarantee cleanup

Final Fee for Room Usage (\$25=up to 2 hours; \$50=2-4 hours; \$100=more than 4 hours)

PROFIT MAKING GROUPS=\$100 PER USE
NORTH ROOM FEE=\$25 BALCONY/KITCHEN FEE=\$25

Certificate of Insurance Required Date Received
(Minimum Required \$300,000.00)

FOR OFFICE USE ONLY

Comments: