

City of Wixom Community Center Rental Application

Date of Event _____ Event _____
 Contact Person _____ Email _____
 Address _____ City _____ Zip _____ Phone _____

FRIDAY AND SATURDAY RENTAL (Includes Kitchen)

<u>Room</u>	<u>Day</u>	<u>Time</u>	<u>Rate</u>	<u>Check</u>
Ballroom	Friday	3p.m.-12a.m.	\$1,000	<input type="checkbox"/>
Ballroom	Saturday	3p.m.-12a.m.	\$1,200	<input type="checkbox"/>
Ballroom	Saturday	9a.m.-12a.m.	\$1,500	<input type="checkbox"/>

MONDAY - THURSDAY and SUNDAY Rentals 7 a.m.-11 p.m.

<u>Room</u>	<u>Capacity</u>	<u>3hr. Rate</u>	<u>Add'l. Hour</u>	<u>Check</u>	
AB or BC	50	\$200	\$60	<input type="checkbox"/>	Start Time _____ a.m./p.m.
ABC	80	\$250	\$70	<input type="checkbox"/>	
Stage Room	100	\$350	\$100	<input type="checkbox"/>	End Time _____ a.m./p.m.
Ballroom	220	\$525	\$100	<input type="checkbox"/>	
Kitchen		\$ 75		<input type="checkbox"/>	

NO ACCESS is allowed BEFORE or AFTER your scheduled time for any reason. _____
 50% Deposit is required to book any room and is NON-REFUNDABLE/TRANSFERABLE. _____

PAYMENT INFORMATION (for office use only)

	<u>Amount</u>	<u>Date</u>	<u>Cash</u>	<u>Check #</u>	<u>Visa/MC #</u>	<u>Exp.</u>	<u>Sec. Code</u>
Rental Fee	_____						
50% Deposit (Non-Refundable)	_____	_____	_____	_____	_____	_____	_____
Balance Due	_____						
Payment	_____	_____	_____	_____	_____	_____	_____
Balance Due	_____						
Security Deposit	\$1,000	_____					
Sec. Dep. Refund	_____	_____					

Hold Harmless Agreement

The undersigned has read and understands the operational policies of the City of Wixom Community Center and agrees by such said policies. The undersigned agrees and is hereby responsible for all damages to the Community Center building, property and equipment resulting from rental. Groups reserving a room at the Community Center are solely responsible for the actions of the persons they are serving. The City of Wixom is not liable for any incident as a result of the consumption of alcohol by patrons of the Community Center, during or after the lessees rental of the Community Center. The undersigned lessee hereby indemnifies and hold harmless the City of Wixom, it's employees and elected and appointed officials, and volunteers from any and all liability, claims, demands or losses, and the costs connected therewith, including but not limited to damage to city property, and for any damages which may be asserted, claimed, or recovered against or from the City of Wixom which arise out of, or is any way connected with the actions of invited or uninvited guests, on and off the premises during the term of this rental agreement.

Signed By: _____ Date: _____