

# TOWNSHIP of WHEELER HALL RENTAL AGREEMENT

8510 E. Monroe Rd., Wheeler, Michigan  
989-842-3428

## FEES

Residents	\$ 75.00 per day
Non-residents	\$150.00 per day
Cleaning/Damage Deposit	\$100.00 per rental
Extra opening	\$ 20.00 per rental

**Must receive Full payment within 10 days of booking your reservation.**

No rental fee for funeral dinners of Wheeler Township Residents.

No rental fee for charitable organizations.

Charitable organizations may **not** hold a fund raiser under this agreement.

**Cancellation Policy:** You must cancel 60 days prior to your reservation date to receive your refund.  
If not, you forfeit your rental payment.

### Cleaning/Damage Deposit:

Cleaning/Damage rental deposit will be refunded if there is no damage and hall is left clean/the way you found it.

Renter will be held liable in the event of any damages that exceed the Cleaning/Damage Deposit.

## GENERAL RULES

Alcoholic beverages **are not allowed** or permitted on the Township property.

Do not tape, staple or pin decorations to the walls and ceiling.

No glitter, confetti, rice, birdseed, or eggshells may be used inside or outside the building.

No bouncing or throwing of balls or use of roller blades in the hall.

Smoke free building.

**\*IF ANY OF THESE GENERAL RULES ARE BROKEN YOU WILL FORFEIT YOUR CLEANING/DAMAGE DEPOSIT.**

\* Leave the hall in the condition in which it was found. A cleaning checklist can be found on the refrigerator.

Hall capacity 100 people  
Handicap accessible  
Public Wi-Fi

Signed \_\_\_\_\_ Date \_\_\_\_\_

Rental Date \_\_\_\_\_ Hall opening time \_\_\_\_\_ am/pm Phone \_\_\_\_\_

-----  
Amount of Payment: \_\_\_\_\_ paid by: \_\_\_\_\_ Date: \_\_\_\_\_