

Contract for Use of Monroe Town Hall

This contract is entered into this _____ day of _____ 20__

Between the Town of Monroe and _____ of _____ Monroe, NH with
a phone number of _____

The Town Hall is requested for the purpose of _____

on _____.

Relationship to Applicant _____

Is a key to the handicap lift needed? _____

The following rules shall be adhered to in the use of Town Hall equipment:

- 1) The use of the Town Hall shall be at the discretion of the Selectmen.
- 2) Applicant requesting use of the hall must live in the Town of Monroe.
- 3) The request can **only be for grandparents, parents, siblings or children.**
- 4) The hall is to be picked up, cleaned and left in good order. If the building is not left in good order, the users will be charged a fee for the extra work to clean and repair any damages to the building.
- 5) Dances or other functions at the discretion of the Selectmen being held at the Town Hall **must have a Police Officer on duty** during the function.
- 6) Loud music and noise will not be tolerated and if such does occur, with complaints, the building will be closed and everyone will have to vacate the Premises whether or not the function is finished.
- 7) Keys for using the Town Hall must be picked up during regular business hours.
- 8) **Keys must be returned to the Selectmen's Office in a timely manner after the event. If you do not return your key there will be a \$10.00 charge to you.**

Signed:

Board of Selectmen

I agree to all the above terms and would hold full responsibility for any damage to the hall caused by the function. I also agree to supervise all settings up and noise control and to make sure the building is locked and secured following the function.

Signed: _____