

GREYBULL RECREATION DISTRICT

P.O. BOX 187***1ST AVE SOUTH GREYBULL, WY 82426

(307) 765-9575

Applicant's Name _____

Applicant's Mailing Address _____

Applicant's telephone Number(s) _____ (H) _____ (W) _____ (M)

Business organization's name _____

Date(s) Requested _____ Time (includes setup/cleanup) _____ to _____ # Attending _____

Rental Price 2 Hrs. \$25 _____ 4 Hrs. \$50 _____ 6 Hrs. \$75 _____ Full Day \$100 _____

Kitchen Use _____ YES _____ NO If YES add \$50 to Rental Price

Cleaning Deposit: \$200 ***The cleaning deposit is fully refunded pending approval of the building after use.***

Table and Chair Usage: Number of tables needed _____ Number of chairs needed _____
(Chairs and tables are included in the rental fee. However, we are only able to guarantee the number of tables and chairs you request. You will be responsible for set up, clean up, and take down of all chairs and tables used.)

Key Checkout:

Key Number/type _____ Date Checked out _____ Date Returned _____

RULES AND REGULATION FOR THE RENTAL OF THE GREYBULL COMMUNITY HALL

Refund Information:

A refund, less 25% administrative charge, will be given to individuals requesting a refund one week prior to the rental date. No refund will be issued after this time.

FULL PAYMENT IS REQUIRED AT THE TIME OF RESERVATION!!! RESERVATION WILL NOT BE SECURED UNTIL PAYMENT IS RECEIVED!

Organizations or person retaining the building shall pay the replacement cost of any items missing or any damages.

The Community Hall shall be left in the same condition it was received in. All benches, tables, and chairs shall be wiped down. Garbage shall be picked up. The floor shall be swept and mopped following the activity. If the kitchen is used, all food and garbage must be taken out and appliances must be cleaned. I/We take full responsibility for any food prepared and/or served and hereby acknowledge that all food has been prepared and stored according to the rules and regulations set by the state of Wyoming.

If the activity is for minors, chaperones will be required. Smoking is prohibited on the property.

I/We do hereby release the Greybull Recreation District, School District #3, and the City of Greybull from all liability claims and suits of law or equity from any injury, fatal or otherwise, while participating in this activity. By signing this form I acknowledge that I have read and agree to comply with the Community Hall Use Guidelines.

SIGNATURE

DATE

I HAVE RECEIVED A COPY OF AND AGREE TO THE COMMUNITY HALL USE GUIDELINES INITIAL: _____

For official use only:

Deposit Date _____ Deposit Amount _____ Cash _____ Check #: _____
Deposit Return Date: _____ Initial: _____

Please attach a copy of the deposit slip(s) to this sheet. If someone writes a check for multiple programs, please indicate which file has the check.
Please make note of multiple deposits or non payments.

