Mills & PetrieMemorial Library and Gymnasium



Building Rental Agreement

Rental Date:		Hours of Even	t:	_ to	
Type of Event:		Number of Guests Expected:			
Name of Contact:					
Address:					
Street		City	St	Zip	
Phone Number:					
Email:					
Rental Fees				dent (not in AFC Scl	nool District)
Gym - Hourly (max. 7hr.)	\$20/hr.		\$25/hr.		
Gym – All Day (7+ Hr)	\$150		\$250		
Security Deposit for All Day Rental	\$100		\$100		
Legion Room	\$10/hr		\$20/hr		
Kitchen (Inc. w/ Event Weekend) with ev		\$75			
Kitchen Alone Rental	\$60		\$100		
Alcohol Provider:		_ Proof of Insurance	: Yes _	No	
Stereo System	\$20		\$20		
Event Weekend (3 Day Rental)	\$400		\$600		
Security Deposit for Event Weekend	\$250		\$250		
Total Amount Due: \$					
By signing below, you agree to the above that they are left in the same condition th hour.	_				_
Signed:	Print Name:				
All rental fees are due 90 days before the	day of the event	t. Checks should be m	ade payable t	to: Mills & Petrie Bui	lding Account
Mail agreement and payment to: Mills an Library.	nd Petrie Buildi	ng, PO Box 308, Ash	nton, IL 6100	6 or deliver to the Mill	s & Petrie Memorial
Office Use Only					
Amount Paid (Check / Cash): \$		Date:			
Received by:		Date:			