

WELCOME

FROM THE SIOUX FALLS CHAPTER IZAAK WALTON LEAGUE!

Izaak Walton League, Sioux Falls Chapter

5000 N. Oakview Place

Sioux Falls, SD 57110

605-332-9527

Email: siouxfallsikes@gmail.com

Website: www.sfikes.org

Facebook: Sioux Falls Izaak Walton League

Venmo: Izaak Walton-Sioux Falls (@Izaak-Walton-SiouxFalls)

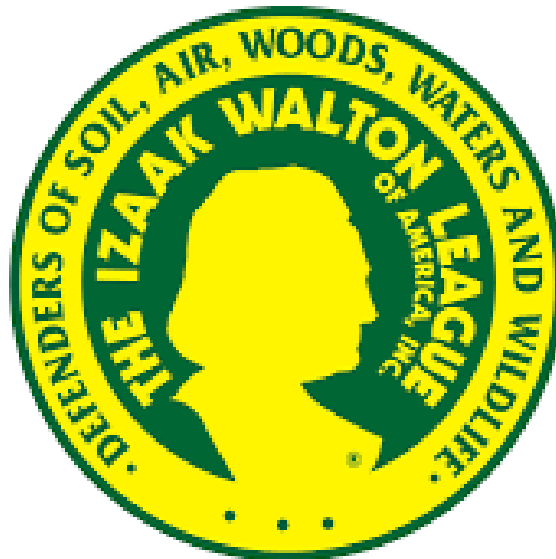


Izaak Walton-Sioux Falls
@Izaak-Walton-SiouxFalls



venmo

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MISSION STATEMENT

TO STRIVE FOR THE PURITY OF WATER, THE CLARITY OF AIR, AND THE WISE STEWARDSHIP OF THE LAND AND ITS RESOURCES; TO KNOW THE BEAUTY AND

UNDERSTANDING OF NATURE AND THE VALUE OF WILDLIFE, WOODLANDS, AND OPEN SPACE; TO THE PRESERVATION OF THIS HERITAGE AND TO MAN'S SHARING IN IT.



IZAAK WALTON LEAGUE
--SIOUX FALLS CHAPTER--

5000 North Oakview Place • Sioux Falls, SD • (605-332-9527)

Rental Agreement (Photo ID Required)

Name _____ Email _____ PH# _____

Address _____ City _____ State _____ Zip _____

Rental Date _____ Security Deposit Pd _____ Amount Refunded _____

Rental Fees _____ Reservation Deposit _____ Balance Due _____

Signature _____ Date _____

Izaak Walton Coordinator Signature _____

THERE SHALL BE NO RENTAL COMMITMENT UNTIL THIS AGREEMENT IS SIGNED, DATED, AND RETURNED WITH RESERVATION AND SECURITY DEPOSIT AND ALL POLICIES ARE REVIEWED AND INITIALED BELOW.

Rental Prices:

- ☐ 1 DAY RENTAL FEE - \$2000.00 from 8 A.M. to 1 A.M. the following day.
- ☐ 2 DAY RENTAL FEE - \$3000.00 1st day is 8 A.M. to 10 P.M. 2nd day is 8 A.M. to 1 A.M. the following day.
- ☐ 3 DAY RENTAL FEE - \$4000.00 1st & 3rd day is 8 A.M. to 10 P.M. 2nd day is 8 A.M. to 1 A.M. the following day.

Peak Season is May 1 – October 31.

Pricing at a reduced rate for off season or week day rentals (Sunday through Thursday) may be available

- 1) Initial _____ A \$500.00 reservation fee will be required to confirm any reservation. The remaining balance must be paid in full 30 days prior to event. If renter cancels at any time the FEE will only be returned when clubhouse is rented to someone else on that date.
- 2) Initial _____ All rentals must be secured with a \$750.00 security deposit. This deposit will be returned (in full) after the rental takes place. The deposit may be forfeited partially or in full based on any damage, vandalism, cleaning expenses, etc., that take place above and beyond the normal usage of the grounds and facility.
- 3) Initial _____ The individual(s) whose name(s) are on the rental contract are responsible for all of the actions of persons attending said event(s). This may include damage to Izaak Walton grounds, property, criminal behavior, etc.
- 4) Initial _____ Izaak Walton staff will have a "zero tolerance" policy regarding disorderly conduct/behavior, illegal activity of any type, behavior which is disruptive and beyond the parameters of a normal rental activity.
- 5) Initial _____ If at any time any of the above listed situations, or any situation judged by the Izaak Walton's staff to be unacceptable, the event is in jeopardy of being cancelled immediately. If feasible, attempts will be made to rectify the situation to avoid this from happening. Once again, IT IS THE RESPONSIBILITY OF THE INDIVIDUALS NAMED ON THE RENTAL AGREEMENT TO MONITOR AND CONTROL THE ACTIVITIES OF ALL PERSONS ON THE IZAAK WALTON PROPERTY. If the need arises, Law Enforcement will be summoned to deal with any situation that is beyond the control of the Izaak Walton staff. This includes eviction of all persons from the property. Eviction is grounds for the loss of the security deposit.
- 6) Initial _____ RENTER agrees to DEFEND, INDEMNIFY, AND HOLD HARMLESS, the Izaak Walton League Sioux Falls Chapter, and each of its respective agents, officers, volunteers and employees for all claims, damages or losses (including legal expenses incurred in the defense of any claim) incurred by any of them and in any way connected with or arising out of the occupancy or use of the Izaak Walton hall facility by RENTER or RENTER'S guests, invitees or agents.
- 7) Initial _____ Reviewed and agree to follow Alcohol policy.
- 8) Initial _____ Reviewed and agree to follow Clean Up policy.

Alcohol Policy

Beer and wine will be available for purchase by your guests. All beer, wine and wine coolers must be purchased from the Izaak Walton League. Beer, wine, wine coolers and mixed drinks (with special permit described below) can only be served to your guests by our trained bartending staff.

If you want to have beer and wine available for more than one day, you must request the extra days and pay extra for the staffing of bartenders for additional days. Mixed drinks cannot be served on additional days.

If you wish to have mixed drinks available for your event our policy is:

1. A one day consume/blend alcohol license must be obtained by the renter prior to the event.
 - a. An application must be completed and submitted to the Minnehaha County Auditor's office at 415 N. Dakota Ave, Sioux Falls, SD. There is no cost for this license.
 - b. This request should be submitted 2 to 3 weeks prior to your event.
 - c. Once the request is approved, a temporary license will be sent to you. This license must be displayed on the day of your event.
 - d. This license is for only ONE day of your rental. For a 2 or 3 day rental, the license is not valid for the extra days.
 - e. Additional information and a copy of the request is included in the welcome packet.
2. All alcohol, pop, ice and glasses for the mixing of drinks must be bought by the renter and provided to The Izaak Walton to be served.
3. Bartenders will be provided the above items and will serve the drinks to your guest, but no money will be collected for the drinks.
4. ALL ALCOHOL MUST BE SERVED BY OUR BARTENDERS.
5. GUESTS CANNOT BRING THEIR OWN BEER, WINE, OR LIQUOR FOR CONSUMPTION ON THE IZAAK WALTON PROPERTY.
6. Glasses bottles for individual serving are NOT allowed.
7. TIP JARS FOR THE WEDDING PARTY TO COLLECT MONEY FOR DRINKS IS NOT ALLOWED.
8. NO RENTERS OR GUESTS ARE ALLOWED BEHIND THE BAR.

CONSUME/BLEND ALCOHOLIC BEVERAGES

PAPERWORK REQUIRED	Submit Request for Authorization To Consume/Blend Alcoholic Beverages.
EXPLANATION	If your organization wishes to consume, but not sell, any type of alcoholic beverage, permission is required
FEE	There is no fee for this request.
HOURS	The hours of consumption allowed are 7 a.m. to 2 a.m. Monday through Sunday.
RESTRICTIONS	*You may consume of blend alcoholic beverages *No sale in any form must be made of the alcoholic beverages *The property must be publicly owned or owned by a nonprofit organization *Permission to consume, but not sell, cannot exceed 24 hours.
LICENSE APPLICATION	A Request For Authorization To Consume/Blend Alcoholic Beverages must be approved by the Minnehaha County Commission prior to the event. The request must be signed in front of a Notary, Auditor, or Deputy Auditor
SCHEDULING	The Minnehaha County Commissioners will take action approximately two weeks after the request is submitted.
MISCELLANEOUS INFORMATION	All applications must be reviewed by the Sheriff's Office, Planning Department and State's Attorney prior to being present to the County Commissioners for action.
ASSISTANCE	If you need further information of assistance, please contact the Minnehaha County Auditor's Office. 367-4220.

Date Received _____

License No. _____

Application to Request Consume & Blend Alcoholic Beverage License
(SDCL 35-1-5.5)

(Minnehaha County Auditor, 415 N. Dakota Ave., Sioux Falls, SD 57104-2465) Ph. (605) 367-4220

APPLICANT INFORMATION

Applicant _____

Phone Number _____

Mailing Address _____

☐ I verify that I am at least 21 years of age or older.

EVENT INFORMATION

Event _____

Date(s) of Event _____

Start Time(s) of Event _____

End Time(s) of Event _____

Property Name/Owner _____

Location (Property must be publicly owned or owned by a non-profit corporation) _____

Nature/Purpose of Event _____

CERTIFICATION

The undersigned applicant certifies under the penalties of perjury, by law provided that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the authorization being requested, and agrees this request shall constitute a contract between applicant and the County of Minnehaha, State of South Dakota, entitling the same or any peace officer to inspect the premises, books and records at any time for the purpose of enforcing the provision of Title 35, SDCL, as amended. Applicant further certifies that they will not sell alcoholic beverages at this event.

Date _____

Print Name of Applicant _____

Signature of Applicant _____

APPROVAL

The Minnehaha County Commission, by majority vote, approves this application and certifies that requirements as to location have been reviewed and conform to the requirements of local and South Dakota Law. The permit period shall not exceed twenty-four hours, and hours of authorized consumption shall not exceed those permitted for on-sale licenses.

(SEAL)

Minnehaha County Commission Chair _____

Date _____

Clean up Policy

1. Give the front door key to the bartenders
2. Remove all food items on DAY OF EVENT
3. Remove all decorations, food, and personal items
4. The Izaak Walton League accepts no responsibility for items left behind
5. Clean tables and chairs in event hall and bar area
6. Put all tables & chairs in event hall into storage room in an organized manner
7. Clean kitchen for all items used
 - a. Counters
 - b. Refrigerators
 - c. Stove
 - d. Sweep floor, mop any spilled areas
 - e. Sink
 - f. Utensils, etc.
8. Sweep with dry mop and mop any spilled areas
9. Vacuum carpet if needed
10. Clean up bathrooms
11. Gather up and put away all chairs used outside at gazebo
12. Pick up anything left outside
13. Put any used dishtowels, dishrags, etc. in marked bucket in kitchen.
14. ALL trash must be secured in trash bags that will be provided unless the item is too large for the bag.
15. ALL trash must be placed INSIDE the trash dumpster in back of the building and all lids must be CLOSED.
16. NO TRASH IN THE LIGHT BLUE CARDBOARD DUMPSTER. You may place cardboard in cardboard dumpster, but all boxes must be broken down flat.
17. If the trash exceeds the dumpster limit, renter is responsible for removal of additional trash from the property and the cost of that removal. If renter does not remove additional trash, Izaak Walton will arrange for removal and the cost will be deducted from the renter security deposit.

The Izaak Walton staff can assist you with arrangements for removal.

Other Policies

NOT RESPONSIBLE FOR ACCIDENTS ON IZAAK WALTON PROPERTY.

MAXIMUM CAPACITY FOR EVENTS IS 300 GUESTS.

Indoor policies:

9. No rental will exceed the times on the contract. Last call on day of event will be at 12:30AM. Everyone must leave Izaak Walton grounds by 1:00AM.
10. Nails, staples, or tape are not permitted for securing decorations to the wall or ceilings. Only existing hooks or wires on beams may be used. No pictures, flags, curtains, or hangings are to be removed from hall during rental.
11. Table and Chairs to be set up and put away by renter.
12. NO CANDLES OR OPEN FLAMES ARE ALLOWED INDOORS. The only open flame allowed is for food warmers during dinner only.
13. Keep extra lighting away from flammable materials.

Outdoor policies:

1. NO FIREWORKS ALLOWED!
2. Outdoor fires are NOT allowed even if contained within a fire ring.
3. Due to SAFETY concerns, no guests are permitted on the trap fields, which is north of the sidewalk.
4. DO NOT ALLOW GUESTS TO ENTER THE TRAP FIELD AREA, SIT IN TRAP CHAIRS OR CLIMB ON TRAP HOUSES.
5. Picnic tables and benches on the south side of the sidewalk or adjacent to the patio can be used by the renters. You may move them around if needed. Do not place in trap field area.
6. ADULT SUPERVISION IS REQUIRED AT ALL TIMES!
7. No climbing on the outdoor grill.
8. The Izaak Walton grounds, including the parking lot and gazebo area, must be cleaned and free of debris.

Things to Know!

Event Hall

- Size 82x32
- Max Seating 300
- Table and Chairs

Number of Tables

- (37) 8' Tables
- (8) 5' Rounds
- 4 Wood Top Rounds (in bar area)

Number of Chairs

- 200 Black Chairs
- 125 Metal Folding Chairs

Kitchen Area

- Refrigerators and freezers available for use by renter
- Stove and ovens available for use by renter
- Catered meals allowed by vendor of renter's choice
- Food preparation by renter is allowed. Use of any pans, serving dishes or utensils from the Izaak Walton must be requested in advance.

Bar Area

- Bar counter from which all drinks will be provided
- Bar area includes additional seating area
- Bar area includes 3 bathrooms
- TV provided in additional seating area

Outdoor areas

- Outdoor Patio available for use
- Playground area available for use of guests.
- Picnic tables and benches available for use

Gazebo

- Size 20x20
- Has power in 2 spots
- 125 metal folding chairs available for uses at Gazebo (you can find them in even hall storage)

Event Checklist

30 DAYS BEFORE EVENT:

- Have final payment made, a reminder will be sent 30 to 45 days before event
- Apply for consume/blend liquor license 2 to 3 weeks before event
- How many guests will be attending? _____
- Will you be using gazebo? _____
- What time do you need bartenders to show up? _____
- Let Izaak Walton know of any special requests
- Set up appointment to review the venue (if needed)

WEEK OF EVENT:

- Give liquor license to Izaak Walton coordinator or bring on day of event to display
- Final total number of guests to be attending? _____
- Time to meet morning of rental to pick up keys and walk through.
Time? _____
- Go over cleaning list
- Confirm special request needs (if any)

DAY OF EVENT:

- Meet at _____ time to pick up keys and walk through.
- You are responsible for locking and unlocking the facility after you receive the keys to the time you give them to the bartender at the end of event.

CLEAN UP SHEET

- Clean up sheet will be posted in the Kitchen & is included in the information packet

Clients Notes

Bar Area:

Kitchen Area:

Event Hall:

Clean up Sheet:

Outdoor Seating:

Gazebo:

Rental Contract:

Special Requests:







