

Please remit two checks for
Your Town Hall rental:
Rent = \$100.00
Deposit = \$100.00

**TOWN OF STODDARD
APPLICATION FOR USE OF STODDARD TOWN HALL**

Name of Applicant: _____

Address: _____

Telephone Number: _____

The Applicant requests permission from the Stoddard Board of Selectmen to use the Stoddard Town Hall on _____ (date) from _____ to _____ (time period of event) for the following purpose (describe your event in detail):

If this Application is approved, the Applicant will be authorized to use the Stoddard Town Hall solely for the purpose described in this Application and subject to the following guidelines and conditions:

1. A maximum of 71 persons may be on the premises at any one time ***with tables & chairs set up. A maximum of 151 persons may be on the premises at any one time with chairs set up for assembly type gathering. A maximum of 225 persons may be on the premises at any one time with no tables or chairs set up for the gathering.***

2. Any noise generated by the event audible from outside of the Town Hall must be minimal and inaudible to abutting properties.

3. The Applicant warrants and represents that the event will not cause or create any nuisance.

4. The Applicant is responsible for complete cleanup of the premises, which must be done on or before _____.

5. A deposit of \$100.00 is required to cover the cost of damage, additional cleanup and other expenses, but this amount does not represent any sort of limit on the liability of the Applicant, who shall remain responsible for any and all expenses associated with the event, including any replacement or repair of damaged items.

6. The Selectmen may require the Applicant to obtain one-day special event liability insurance.

7. No alcoholic beverages of any kind may be served or supplied to minors.

8. No Alcoholic beverages of any kind may be sold on the premises.

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9. *Alcoholic beverages will _____ will not _____ be served at the proposed event.*

10. The Selectmen may require that the Applicant hire a policeman for the event.
11. The Applicant agrees to release the Town of Stoddard and its Board of Selectmen from any and all claims for liability associated with the event.
12. The Applicant agrees to indemnify and hold harmless the Town of Stoddard and its Board of Selectmen from and against any and all actions, claims, loss, costs and liability which arise in connection with the event, including, but not limited to, reasonable attorney's fees.
13. The Applicant agrees to comply with all state, local and federal laws and regulations applicable to the event and agrees that the indemnity set forth in the preceding paragraph shall apply to any failure to comply with such laws and regulations.
14. The Applicant's right to use the Stoddard Town Hall for the event is contingent on approval of the Board of Selectmen, the Police Chief, and the Fire Chief, which may be withheld for any reason.
15. At the beginning of all events for which you are using the Town Hall, including recurring events, you are required to announce to those present the location of the exits from the building and the room being used. Failure to comply could lead to revocation of future permits.
16. By signing below, the Applicant certifies that he/she has read the above guidelines and conditions, understands them and agrees to be bound by them.

Date of Application: _____

Witness (Applicant)

Witness (Applicant)

Witness (Applicant)

Reviewed and approved by the Selectmen:

Date: _____

