

TOWN OF MORGAN
TOWN HALL RENTAL FORM
3276 County Road C, Oconto Falls, WI 54154

CONTACT: Julie Belongia, Interim Town Clerk -- (920)846-0699 or
townclerkmorgan@bayland.com for date availability

Person Renting Facility: _____
(This person is responsible for payment and use)

Address: _____

Phone Number: _____ or _____

Town of Morgan Resident? () Yes () No If no, resident of _____

Rental Date: _____

Number attending (approximate): _____

Time of Use: From _____ a.m./p.m. to _____ a.m./p.m. (includes set up & clean up)

Type of Event: _____

Town Hall Rental Verification Statement

As official renter, or authorized designee, having read Town of Morgan Rental Policies and Procedures and Liability Agreement for governing use of Morgan Town Hall and adjacent walks and parking area, accepts complete responsibility. I further understand failure to list information requested, failure to sign forms, or falsification of any information will result in denial of rental.

(Signature of person responsible for renting Town Hall)

(Date)

Office Use Only

Rental Fee Paid: _____ **Deposit Amount Paid:** _____ **Check #:** _____

Deposit Returned? () Yes () No **Deposit Amount Returned:** _____