



## KENNEDY PARK HALL RENTAL

Applicant Name: \_\_\_\_\_ Reservation Date: \_\_\_\_\_  
Address: \_\_\_\_\_ Send Security Deposit to:  
\_\_\_\_\_ Name: \_\_\_\_\_  
Phone No: \_\_\_\_\_ Address: \_\_\_\_\_  
\_\_\_\_\_

**Residents – must be a permanent Weston resident or the guest of honor must be a resident.**

- A written agreement will be signed, and fees paid before the key is issued.
- The key must be returned no later than the first working day following the use of the hall, unless other arrangements are made. The key may also be left in the kitchen after use of the hall.
- No equipment, furniture or other items will be removed from the building for any reason.
- Garbage and recyclables must be placed in bags and containers provided by the Village.
- All tables and chairs taken out of storage must be put away.
- Absolutely no decorations attached to walls or ceiling.
- Floors will be cleared of any apparent debris.
- Lock all doors and close all windows upon leaving.
- Report any damages to the Police Department prior to your gathering, to release any liability on your part.
- **Absolutely no parties that include alcohol can use this facility.**
- **If rules in rental agreement are not followed, facility damage occurs and/or excessive cleaning is necessary, your security deposit will be forfeited and additional fees will be assessed to the party renting the hall.**
- **RENTAL OF THIS FACILITY IS FROM 5:00 A.M. TO 11:00 P.M. ON THE DATE RESERVED.**
- **FACILITY MUST BE EMPTY AND CLEANED BY 11:00 P.M.**

**I HAVE READ AND UNDERSTAND THE CONDITIONS FOR RENTING AND AGREE TO COMPLY WITH THE RUTH STATED ABOVE.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Village Use Only \_\_\_\_\_

Facility Inspected by: \_\_\_\_\_ Date: \_\_\_\_\_

Refund Security Deposit: \_\_\_\_ Yes \_\_\_\_ No