

## **SNACK SHACK RENTAL AGREEMENT INFORMATION**

Recreation Department 428-9222

1. Rental period is 24 hours
2. Call Recreation office 1 week prior to reservation to obtain door lock code.
3. Security deposit is **non-refundable**, if reservation is cancelled. Security deposit is required when making reservation. Pay security deposit and rental fee at city hall. Rental fees are due 2 weeks prior to scheduled events,
4. Security deposit will be refunded after satisfactory inspection, no damage to kitchen equipment, facility or excessive cleaning fee.
5. Renters will be responsible for stocking food, supplies, money, and anything else needed to sell food/merchandise.
6. Pick up all trash and dispose in dumpster, wipe down tables, and clean up any debris on floors.
7. Lock up roll up doors, entry doors, and turn off all water, appliances and lights when leaving.
8. Rental is to be left neat and secure.
9. **Emergencies call Public Safety 428-3131 or 911**, non-emergency call Recreation Director 399-8902.

**A SIGNED RESERVATION APPLICATION IS REQUIRED AND  
ACKNOWLEDGES YOU HAVE READ AND UNDERSTAND RENTAL  
AGREEMENT INFORMATION.**

Thank you