



Rental Application for the Ideal Township Town Hall

35458 Butternut Point Road · Pequot Lakes, MN 56472 · 218-543-4392 · www.idealtownship.com
Applications must be submitted to the town clerk at least 14 days before the event.

Date of the Event: _____ Type of Event: _____

Applicant Information.

Name: _____

Address: _____

Phone: _____ Email: _____

Rental Hours. Starting Time: _____ Ending Time: _____

Set-up and Clean-up Times. Applicant may request additional time to set-up or to clean-up after the event.

Set-up Date & Times: _____ Clean-up Date & Times: _____

Alcohol. Will alcohol be brought to or consumed at the event? Yes No

IMPORTANT: Alcohol may not be sold or otherwise exchanged for compensation in any way in connection with the use of the Hall. If alcohol is going to present, the Township shall require liability insurance coverage to be obtained by the applicant for the event.

Insurance. Applicant may be required to provide proof of liability insurance before the event in an amount determined by the Town. Yes No

Residency. Is the applicant a resident of the Town? Yes No

Rental Fees & Damage Deposit. All fees and a damage deposit, if required, must be paid to the Town at least 14 days before the event or this application is voided. The applicable fees are those as set by the Town in its Township Hall Rental Policy.

Applicant understands and agrees that if its application is approved, applicant is fully responsible for the event and is subject to the terms and conditions of the Township Hall Rental Policy.

Applicant's Signature: _____ Date: _____

TOWN USE ONLY

Application approved? Yes No. If "No", the reason(s) for the denial:

The approval is conditioned upon the following modifications, limitations, or additional requirements (if any):

Fees: Rental Fee: \$ _____ Damage Deposit (if required): \$ _____ Waived: _____

For the Town: _____
Printed Name Signature Date