



# Town Of Grand Lake Community House Facility Application and Use Agreement

According to the use policies for the Town of Grand public facilities and structures (outlined by section 11-6-2 in the Municipal Code), any group or governmental entity (User) desiring to use any public facility or structure shall comply with the terms of the of the Municipal Code and any Resolution enacted.

*Please Note: There are blackout dates for facilities and structures throughout the year. Please contact the Town Hall for more information regarding those dates.*

Please complete the below Application and Use Agreement and return to the Grand Lake Town Hall with payment. For questions, please contact the Town Hall. Phone: 970-627-3435 Email: town@toglco.com

## Contact Information

Group or User: Grand Arts Council

Contact Person: \_\_\_\_\_

Contact Mailing Address: P.O. box 762 Town: Grand Lake CO 80447

Contact Phone: \_\_\_\_\_

State: CO

ZIP Code: 80447

Special Event (If Applicable): Olde Fashioned Holiday Craft Bazaar

Contact Email: \_\_\_\_\_

## Facility Information

Rental Cost:

Private or Pecuniary: \$600

Gov./Non-Profits/Special Dist.: \$300

Deposit:

Damage and Cleaning Deposit: \$500

*A valid credit card must remain on file for any incidentals*

### Optional Amenities Deposits/Fees

- Key Use \$50 Deposit
- Use of AV Equipment \$200 Fee
- Use of Kitchen \$100 Fee

## Event Information

Is this user group a Government, Non-Profit, or special District?

YES

NO

Is this a private or public event?

Private

Public

*If the event is public, please fill out the special event application as well*

Is this a reoccurring event?

YES

NO

Is this a pecuniary use? (Will you be selling something?)

YES

NO

Event Name: Olde Fashioned Holiday Craft Bazaar

Event Use: Stage, Kitchen + main floor for booths

Explain clean-up & waste removal: We will remove trash and clean up after.

**Event Information Continued**

Please list the date(s), start & end time(s):

Date	Start Time	End Time
11/22	12	4
11/24	8	5
11/25	8	4

Date	Start Time	End Time
11/23	All Day	

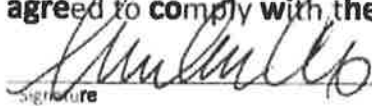
Please identify businesses that may be providing services during the use of the facility or structure. Include all caterers, music services, rental companies, delivery services, etc. Provide all the information requested.

Business Type	Business Name	Phone	Address
N/A			

**NOTE:**

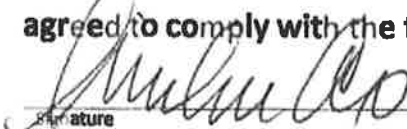
- No alcohol is allowed in Town Parks. The Community House is the only facility that allows alcohol to be provided in the Community House during a private event. If alcohol is to be sold, please contact the Town Clerk regarding liquor licensing.
- Clean up must be completed during the time rented. If the facility or structure is not left cleaned, the town will charge \$50.00 per hour per staff member.
- AV Equipment may only be used with approval from the Town and
- Any event open to the public will need a special event permit.

**ACKNOWLEDGEMENT:** By my signature, I and my organization (User) hereby acknowledge to have received a copy of the Town of Grand Lake Resolution of policies for the Town of Grand Lake Public Facilities and Structures and that the policies have been read, understood and are agreed to comply with the terms thereof.

  
Signature

10/3/23  
Date

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