

# CITY OF RICHLAND CENTER

APPLICATION FOR SPECIAL CONSIDERATION FOR (MARK ONE):



Rental Fee Waiver       Rental Fee Discount

Applications for fee waivers and/or discounts must be reviewed by the Park Board. The Park Board meets on the second Monday of each month. Request applications must be received by the Wednesday before a meeting to be considered. Submit questions and return your application **WITH A COVER LETTER** to Park & Recreation Department, 450 S. Main Street, Richland Center, WI 53581 or via email at [jodi.mieden@richlandcenterwi.gov](mailto:jodi.mieden@richlandcenterwi.gov).

Name of Group:	St. Luke Ev. Lutheran Church		
Address:	8 <sup>th</sup> / main, Richland Center, WI		
Contact Name/Phone/Email:	Herb Thomas		
Circle Type of Group:	501(c)3	Government Agency	Other- Specify: Church
Circle one of these:	<input checked="" type="checkbox"/> Rental Fee Discount	<input checked="" type="checkbox"/> Rental Fee Waiver	
Description of event or purpose for which City of Richland Center facilities will be used:	Church Picnic		
Desired date(s)/Times:	Sunday, July 28, 2024      Noon - 5:00 PM		
Desired Facility:	Charles Lawrence Shelter		
<b>COMMUNITY BENEFITS</b>			
How many Richland Center residents will benefit from your event? How will they benefit?	# 14 to # 20      In town close to church		
<b>NEED:</b>			
Why is it necessary to hold this event at a City facility?	In Town - easy for elderly to attend		
If request is for a Fee Waiver: Explain why paying the fee would be a hardship.	Like the Food Pantry etc Could use saved fees to support other events		
Are you willing to provide commensurate services in lieu of the rental fee? If so, what type?	Not able elderly congregation		
I declare under the penalties of perjury that this application for special consideration has been examined by me and to the best of my knowledge and belief is true, correct and complete.			
Signature:	Herb Thomas		
Date of application:	6-25-24		
<b>STAFF USE ONLY</b>			
Est. total value of waiver (\$):	\$55	Park Board Review date:	7/8/24
		Approved date:	