

TOWN OF CASSIAN

9110 CHURCH ROAD
HARSHAW, WI 54529

TOWN HALL RENTAL RULES

- No open fires exception in your own grills and must be completely extinguished with all coals removed from Town property
- No overnight camping without prior approval of Town Board
- Pets must be leashed and waste cleaned up
- Do not stand or sit on tables and do not stand on chairs
- Do not remove tables or chairs from Town Hall
- Pick up all trash/cigarette butts/decorations that result from rental and remove from Town Hall
- Wipe up food and beverage spills from all countertop, tables, chairs and floors
- All utensils used must be cleaned and put away
- Use only approved decorations, and not use any mounting screws, tacks, or nails of any kind
- We prefer that you don't move the tables from under the shelter, but if absolutely necessary, please return them under the shelter where they were
- If thermostats was changed return to the setting of 60 degrees
- Clean and restore facilities to at least as good of condition as they were when usage began
- Must remove all garbage and trash from inside and outside of building that was created by the function
- Secure the building before leaving (i.e., close and lock doors and windows, turn off lights, check toilets to make sure they are flushed, etc.)

FEES AND SECURITY DEPOSIT

PROPERTY OWNER

Town Hall Rental Fee	\$25.00
Security Deposit	\$25.00

NON PROPERTY OWNER

(DOUBLE THE ABOVE FEES)

Town Hall Rental Fee	\$50.00
Security Deposit	\$50.00