

FRANKLIN COMMUNITY CENTER RENTAL REQUEST

Applicant's name _____

Organization (if applicable) _____

Address of Organization _____

Is the organization a registered 501(c) (3)? _____

Purpose for Rental _____

Date Requested _____

Start time/End time (include your setup and cleanup time) _____

Anticipated number of participants in house (max 49) _____

Will food or beverages be served? _____

Will alcohol be served? _____ If yes, please see alcohol permit request.

Will the outside grounds be used? _____ If so, will there be a tent? _____

Person applying _____

Driver License # (must provide) _____

Applicant address _____

City, State, Zip Code _____

Home & Business phone _____

Applicant cell phone _____

Applicant email _____

Organization email (If applicable) _____

Please indicate (circle) which of the available space(s) you will be using:

- Kitchen: Includes gas stove, oven, refrigerator, freezer, microwave and 8 or 40 cup coffee urn
- Green-Hampson room: Large meeting table that seats 10 -12
- Dining room: Medium meeting table that seats 6
- Franklin Foundation room: Classroom seating up to 15
(For Franklin Foundation room, indicate number of chairs needed)
- Outside grounds

Is this a for profit organization? ____ If yes, will proof of liability insurance (at least \$500,000) be provided? _____

Will you need the use of (circle):

- TV/VCR
- Internet
- Phone

By signing this application, I agree that I will be responsible for use of the Kreger Farmhouse (and if used the surrounding village owned property) by my group and for damages which might occur. I will arrive and remain with my group for the entire time we use the facilities. In accordance with Kreger Policies and Regulations, I am 25 years of age and agree to the terms of this rental.

HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law, I and the organization I represent agree to defend, pay on behalf of, indemnify, and hold harmless the Village of Franklin, its elected and appointed officials, employees and volunteers and others working on behalf of the Village of Franklin against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the Village of Franklin, its elected and appointed officials, employees and volunteers and other working on behalf of the Village of Franklin, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use of thereof, which arises out of or is in any way connected or associated with the use of the Franklin Village Kreger Farmhouse facilities.

Applicant's signature _____

Applicant's printed name _____

Date _____

A security/cleaning deposit of \$100 will be charged in advance along with the rental rate. This fee will be returned once it is determined that compliance to all policies and guidelines were satisfactorily met and whether or not the Community Center area required cleaning after the event.

RENTAL RATES:

Franklin Resident:
Hourly rate (minimum 2 hours): \$40/hour
Daily rate (8 hour period): \$200/day

Non Franklin Resident:
Hourly rate (minimum 2hours): \$50/hour
Daily rate (8 hour period): \$300/day

Approved by: _____

Date: _____

Insurance requirements met: _____

Village of Franklin
Attn: Village Clerk
32325 Franklin Road
Franklin Mi 48025
Phone: (248) 626-9666
Fax: (248) 626-0538
clerk@franklin.mi.us
www.franklin.mi.us