



Village of West Baraboo
 500 Cedar Street Baraboo, WI 53913
 Phone: (608) 356-2516 Fax: (608) 356-2441
villageofwestbaraboo.com

Kaitlin Nye, Clerk/Treasurer
 Carol Cox, Deputy Clerk/Treasurer

Robert DeMars, Director of Public Works

Village of West Baraboo Park Shelter Rental Contract

Please call the Village Staff for availability Monday – Friday 8:00am to 5pm at (608) 356-2516.

Reservation Time Available: Monday – Sunday: 8:00 a.m. – 9:00 p.m.

Reservation Charges: Rental fees are due upon reservation. You can fill out the contract and pay in person at the Village Office, or mail contract and payment to the Village Office at 500 Cedar Street, Baraboo, WI 53913. **RENTAL FEES ARE NON-REFUNDABLE** and dates cannot be exchanged if cancellation occurs. The person who has reserved the park will be held responsible for any damage to the shelter and/or park areas. We appreciate your cooperation, and we hope you enjoy your day!

Reservation Fees:

- Dayl Sorg Shelter (Hill Park): \$55.00*
- Ralph Blum Shelter (Haskins Park): \$55.00*

Conditions and Restrictions

- Access to bathrooms (it is suggested that you bring a small pitcher for filling coffee pots as the bathroom faucets are the only accessible water).
- Access to electrical outlets (there is also a serving shelf for crockpots/Nesco roasters, etc). Do not plug microwaves into outlets. There are 2 circuits, 20 amps each – Nesco’s use 8-10 amps, crock pots use 4-6 amps. Use outlets accordingly.
- If you move the tables, you must return them to their original locations when done.
- Refuse/recyclable containers are provided.
- No vehicles, including delivery vehicles, are allowed on the lawn.
- If you smoke please dispose of cigarettes properly.

Date of Rental: _____

Receipt #: _____

Renter Name: _____

Phone Number: _____

Address: _____

Estimated Attendance: _____

Reservation Times: _____ to _____

I have read this contract and agree to the conditions. I understand I will be charged additional fees if I fail to follow the conditions of this contract.

Signed: _____

Date: _____