

**BOROUGH OF ROOSEVELT
P.O. BOX 128
ROOSEVELT, NJ 08555
609-448-0539**

USE OF BOROUGH HALL

DATE OF EVENT: _____ TIME _____ - _____

EVENT: _____

Applicant agrees to pay a security deposit in the amount indicated below, it being understood that the Borough has the right to retain the deposit and charge the applicant for any sum in excess of the deposit to repair or restore the property or premises if necessary.

NAME: _____

ADDRESS: _____

P.O. BOX: _____

PHONE: _____

Applicant agrees to hold the Borough harmless for any damages incurred as a result of any injuries to individuals during the use of the facility or while on premises. Initial _____

Applicant agrees not to attach anything to walls, doors, trim and ceiling. Initial _____

Reminder: NO "FLUSHABLE" WIPES IN THE TOILET. Initial _____

SIGNATURE

DATE

\$300 DEPOSIT – WILL BE RETURNED IF COUNCIL ROOM, KITCHEN AND RESTROOM ARE LEFT CLEAN AND IN SATISFACTORY CONDITION. Initial _____

Cash _____ Check# _____

There are 6 tables total. Number needed for event is _____

There are 27 white chairs and 34 brown chairs for a total of 61 chairs. They are stored in the center closet and all are available for your use. All chairs must be returned to closet after event. Initial _____

FOR BOROUGH USE:

Borough Council Agenda Date _____ Approved _____ Denied _____