

Village of Elmwood – Yearly Auditorium Use Agreement (Recreational Use)

This agreement is entered into between the **Village of Elmwood** and the individual (“User”) for **non-exclusive recreational use** of the **Elmwood Auditorium**, located at 323 W. Winter Avenue, Elmwood, WI.

Terms of Use

1. Purpose

This agreement allows the User to utilize the auditorium for recreational purposes (e.g., walking, exercise, games, non-commercial activities) on an as-available basis for the term listed below.

2. Term

This agreement is valid from:

Start Date: _____

End Date: _____ (Must sign a new one for every year.)

3. Availability

- The User agrees to **check the Village’s online calendar** at <https://www.elmwoodwi.org/calendar/> before each use to ensure the auditorium is not reserved or unavailable.
- Use is not guaranteed and may be restricted at any time due to scheduled events, maintenance, or emergencies.
- To **guarantee** use on a specific date/time, the User must submit a **formal reservation request** and pay the standard rental fee.

4. Rules & Conduct

- The User agrees to follow all **posted rules and regulations**.
- **No alcohol, smoking, or illegal substances** are permitted on the premises.
- During **winter months**, Users must bring a **change of clean, dry shoes** to protect the flooring.
- The facility must be left in clean condition after each use.

5. Liability

- The User agrees to assume **full responsibility** for any **injury, accident, or damage** to the facility or equipment occurring during their use.
- The Village of Elmwood is **not liable** for any personal injury, lost or stolen items, or property damage.
- The User shall be held **financially responsible** for any damage caused by their actions or negligence.

6. Termination

- The Village reserves the right to revoke this agreement at any time for failure to follow rules, misuse of the facility, or at the Village's discretion.

Acknowledgment & Signature

I have read and understand this agreement. I agree to abide by all terms listed above and understand I may be held liable for any damages or violations.

Name (Print): _____

Signature: _____

Date: _____

Phone Number: _____

Email (optional): _____

Return completed agreement to the Village Clerk's Office or email it to **clerk@vi.elmwood.wi.gov**. Questions? Call **715-639-3792**