

Village Productions First Floor Building Use Application

Name of Organization: _____

Address: _____ Zip Code: _____

Purpose: _____

Name of Individual Responsible _____

Applicant: _____

Phone: _____

Email: _____

Dates and times requested: _____

Fee for Use of First Floor hall including kitchen*:

\$50.00 for half-day (1 to 4 hours) or \$75 for full day (5 to 8 hours)

VP Members: \$25 and \$40 for VP Members

Fees are payable at least 3 days before date of use.

_____ I/We have read the attached rules for the use of the building and will conform to these rules.

_____ I/We assume exclusive liability for any injury to persons, and any damage to property that may result from this use.

_____ I/We will immediately report any problems with the facility to Mary Ann Westendorf (740.777.4621) or Chuck Blyth (740.448.1212).

_____ I/We understand that this agreement does not include the use of the Village Productions Studio and Grange storage area on the second floor and at no time should you or your guests go to the second floor of

the building.

_____ I/We understand that if we are an organization for children (ie: 4-H, cub-scouts), we will have at least 2 (not related to each other) adults who have had their organization required background checks.

Signature of Applicant: _____

Date: _____

Please send this application to Village Productions, PO Box 32, Amesville, OH 45711 or email completed form to village.productions.amesville@gmail.com.

Office Use Only - CONFIRMATION OF RESERVATION

Reservation is hereby approved and confirmed of the space required as indicated above. Payment if applicable \$ _____ has been received. _____ Cash / Check _____ Date:

*Reduced fees may be offered for meetings or events that benefit the general public and enhance the overall mission of Village Productions.