

CENTER TOWN HALL

1. Please call Devona Udulutch @ 876-6265 to check the availability of the town hall and to reserve the date you would like to rent it.
2. Please fill out the form below and mail it along with a check for **\$75.00** made payable to the **Town of Center** and mail to:
Devona Udulutch – Clerk
Town of Center
7416 W. Mineral Point Rd.
Janesville, WI 53548

Renter: _____

Address: _____ Phone #: _____

Date of Renting: _____ Time to be Opened: _____

RESPONSIBILITIES OF RENTER:

1. 24 hours before hall rental call Devona Udulutch @ 876-6265 to confirm time the town hall will be opened.
2. Facilities need to be left:
 - Clean
 - Garbage taken with renter as there is no trash pick-up at the hall
 - Heat returned to the temperatures posted by the 3 thermostats
 - All lights turned off
 - **YOU ARE RESPONSIBLE FOR LOCKING ALL THE DOORS WHEN YOU ARE FINISHED**