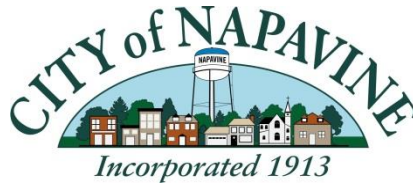


John Sayers, Mayor  
Mary Wood, Clerk-Treasurer  
Chris Salyers, Chief of Police  
Bryan Morris, CD/PW Director



407 Birch Ave SW  
P O Box 810  
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## NAPAVINE CITY HALL RENTAL AGREEMENT

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The Council Chambers at the City Hall is available to the public for use. Certain restrictions apply.

Anyone using the building must keep in mind that this facility's main function is to provide a meeting place to conduct City business. No activity may interfere with this in any way. It is rare for it to happen; however, if something develops that the Council would need use of the space

Activity shall be restricted to the main room (Council Chambers) with access to the sink area and bathrooms. There are no phones available for public use.

We cannot guarantee that the hall will always be clean at time of renting city hall. No vacuum cleaner is made available to the public for use while renting city hall. If you wish to vacuum we suggest that you bring your own vacuum cleaner. Those using the facility are expected to clean and return table and chairs to their original positions.

The fee for renting city hall is \$10.00 for the room. We have a coffee maker available for use. The use fee is non-refundable.

All groups must inform their attendees that there is absolutely no smoking or alcohol in the building. Smoking is not allowed within 25' from the front entrance of the building in the designated smoking area.

Person requesting use: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Group requesting use: \_\_\_\_\_

Description of activities: \_\_\_\_\_

Begin Time: \_\_\_\_\_ End Time: \_\_\_\_\_ Date: \_\_\_\_\_

I have read the above and agree to abide by the rules.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Authorized Signature

*The City of Napavine is an equal opportunity employer and provider.*