



# Stanley Parks:

## Small Pavilion Rental Agreement

353 S Broadway St  
 P.O. Box 155  
 Stanley, Wisconsin  
 54768-0155  
 715-644-5758  
<https://ci.stanley.wi.gov>

Renter: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Event Date: \_\_\_\_\_ # of Guests: \_\_\_\_\_

Pavilion Requested: \_\_\_\_\_

Payment Type Made (cash, check, credit): \_\_\_\_\_ Receipt Number: \_\_\_\_\_

***Please check the boxes below to indicate your agreement with the contract.***

- Rental Period:** Rentals are for the reserved day only. Please do not bring items early, as pavilions may be reserved by others.
- Payment Requirements:** A deposit is required to secure your reservation. The full rental fee must be paid at least 24 hours before your reserved date.
- Parking:** Vehicles must be parked in designated areas only. Parking on the grass is strictly prohibited.
- Park Closure:** Parks close at 10:00 PM. If you wish to extend your event beyond this time, you must request a time variance. This requires completing an additional form and obtaining council approval.
  - Do you need a time variance?** Yes or No  
 (if yes, this would need an additional form filled out, along with council approval)
- Decorations and Fasteners:** The use of nails, staples, tacks, or screws on pavilion structures is strictly prohibited. Confetti is strictly prohibited in or around the pavilions.
  - A \$100/hour cleaning fee will be charged if park workers are required to clean up confetti.**
- Waste Disposal:** All garbage must be bagged, securely tied, and left inside the pavilion for proper disposal.
- Ground Restrictions:** Due to underground utility lines, no signs, stakes, or similar items may be inserted into the ground.
- Reservation Timing:** Pavilions are available for rental beginning January 1 of the current calendar year.

| Pavilion Name                  | Park Name       | Non-Refundable Deposit | Rental Fee                         | Total Fees    |
|--------------------------------|-----------------|------------------------|------------------------------------|---------------|
| Band Stand                     | Chapman         | \$25                   | \$25                               | \$50          |
| Fandry                         | Fandry          | \$25                   | \$25                               | \$50          |
| Maves                          | Chapman         | \$50                   | \$50                               | \$100         |
| McManus                        | Chapman         | \$25                   | \$25                               | \$50          |
| Soo Line                       | Soo Line        | \$25                   | \$25                               | \$50          |
| Conference Room                | Fire Department | \$0                    | \$100 – 4 Hours<br>\$200 – 8 Hours | \$100 – \$200 |
| Depot Pavilion                 |                 | (NOT READY FOR RENTAL) |                                    |               |
| West Side – Brick Wall         | Soo Line        | \$25                   | \$25                               | \$50          |
| East Side – Facing Parking lot | Soo Line        | \$25                   | \$25                               | \$50          |

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date Deposit Paid: \_\_\_\_\_ Receipt #: \_\_\_\_\_

Date Rental Fee Paid: \_\_\_\_\_ Receipt #: \_\_\_\_\_