



Victoria Recreation Center
 8475 Kochia Lane
 P. O. Box 36
 Victoria, MN 55386
 (952) 443-4255

Rental Contract

The City of Victoria requires all renters to adhere to the terms of this rental contract, and to be responsible for the conduct of its group or others present during the rental period.

The City of Victoria reserves the right to cancel any scheduled use of the rental rooms if city operations require it. In such a case, every reasonable effort will be made to provide the lessee with adequate advance notice.

Recreation Center Rental Regulations

1. Smoking is prohibited.
2. Decorations may be put up provided they do not do any damage.
No nailing or stapling of décor to walls, ceilings or fixtures.
3. All chairs and tables must be cleaned and returned to the original location.
4. The room must be vacuumed and any spills or stains must be cleaned.
5. Garbage must be disposed of. Trash bags are not provided.

I agree to comply with the rental contract as set forth. I agree to defend, indemnify and hold harmless the City from any claims, injuries or damages of whatever nature arising out of or connected with my use of the facility. I also agree to reimburse the City for any damage, breakage, maintenance and/or theft of the facilities, if so warranted.

 Signature of Renter / Date

 Renter's Name (print)

 Address

 City / State

 Home/Work Phone

<input type="checkbox"/> Multi-Purpose Room	
<input type="checkbox"/> Lobby Meeting Room	
Date _____	Time _____
Rental Fee _____	Date Rcvd _____
	By _____

Second Contact Person / Address _____ Phone _____

MULTI-PURPOSE ROOM (Occupancy approximately 60)



LOBBY MEETING ROOM (Occupancy approximately 30)





Room Rental Fee Schedule

PER RENTAL	RESIDENT FEES	NON-RESIDENT FEES	REFUNDABLE DAMAGE DEPOSIT (For City Hall and Comm Ed Room only)	REFUNDABLE KEY DEPOSIT (For City Hall and Comm Ed Room only)
Category 1 City/Government	No Charge	No Charge		
Category 2 Civic/Non-Profit	\$15.00 Per Mtg	\$20.00 Per Mtg	\$100.00	\$25.00
Category 3 Private Function	\$30.00 per/hour \$100.00 ½ day \$200.00 Full day	\$45.00 per/hour \$160.00 ½ day \$320.00 Full day	\$100.00	\$25.00
Category 4 Business/Commercial Function	\$50.00 per/hour \$160.00 ½ day \$320.00 Full day	\$60.00 per/hour \$220.00 ½ day \$440.00 Full day	\$100.00	\$25.00
City Hall Kitchen	\$50.00	\$50.00		