

## ***Hall Rental Policies***

1. \$400 rental deposit required to hold event date.
2. No refunds for cancellation, you can postpone or reschedule.
3. Decoration and table coverings not provided.
4. Confetti allowed with use of table coverings only.
5. No open flame Candles.
6. No thumb tacks.
7. Use common scotch tape only.
8. Ceiling clips for decorations are provided.
9. No other attachments to ceiling tile or from work.
10. No bottles of liquid bubbles for decorations.
11. No Children allowed in front bar without their parents. This is the law.
12. Kitchen available for in house or licensed catering only. No cooking facilities available.
13. No Carry-ins (Food or Beverage) allowed, this is also the law.
14. No punch bowls or soda fountains.
15. A gratuity of 18% will be added for bartenders and servers. Additional gratuity optional.

**If you have any questions, feel free to call us at 920-233-2511. Thank you**