

Spring Valley Community Center Rental

Rental Fees

\$10.00 hourly

\$50.00 half day

\$75.00 full day

\$100.00 Deposit due at the time of reservation. Deposits will be returned to the responsible party if the Community Center is left in satisfactory condition after the event.

Organizations that pay a monthly rate

\$10.00 per month for 1 – 2 hours per week

\$25.00 per month for 2 - 6 hours per week

\$50.00 per month for 8 - 12 hours per week

\$75.00 per month for 13+ hours per week

\$1200 rent for the basement (Stagehands)

Reservation form can be printed from the village web site www.springvalleywi.com one can be mailed to you or picked up at the village office.



Separate check for rental fee and security deposit should be made out the Village of Spring Valley. This rental and deposit are due when the reservations are made.

Reservations will be accepted starting January 1 of the year.

No decorations or other items may be attached to the walls, doors, ceilings or other parts of the building. Decorations need to be removed from the premises immediately following the event.

There are several large tables and chairs available for use. They may be used, but must be put back to where they were found when the event is over.

The Village of Spring Valley will not be responsible for any lost or stolen items

Keys can be gotten from village office during normal business hours 8:00 a.m. to 4:30 p.m. Keys must be returned the next business day. If keys are lost there will be a \$500.00 charge.

Reservations made on a first come first serve basis.

NO SMOKING is allowed in the community center.

No pets, except for service dogs are allowed in the community center

The sale of alcohol is not permitted unless the renter has obtained a license. Alcohol maybe served to adults at adult and family gatherings that are by invitation only. Serving minors is prohibited.