



1924 Town Road
Two Harbors, MN 55616
PH: 218-834-5255 EMAIL: silvercreek@frontiernet.net

2026 RENTAL AGREEMENT FOR PAVILION, OR BOARD MEETING ROOM

In consideration for the use of

_____Pavilion _____ Board Meeting Room

For: Event _____ or Recurring Class _____

on the following date(s): _____ Start Time: _____ Expected Duration: _____

The Pavilion may be rented only if you also rent portable toilets - the Town does not have any restrooms available. Rentals must be made in person and payment by check only. The Historic Town Hall is currently unavailable for rental due to maintenance and remodeling.

Exclusions & Notes: Board Meeting Room unavailable Tuesdays. Pavilion is available May 15 through Oct 15 only. Recurring events (classes) limited to Mondays-Thursdays.

Silver Creek Residents – Resident must sign the contract and pay the fee.

\$250 or \$500 Refundable Damage Deposit

_____ One Day Event: \$150 Pavilion or \$75 for Board Meeting Room

_____ Weekend Event (Friday – Sunday): \$225 Pavilion

_____ Recurring (Classes): 4 sessions in same month \$100 Pavilion

Non-Residents

\$250 or \$500 Refundable Damage Deposit

_____ One Day Event: \$250 Pavilion or \$100 for Board Meeting Room

_____ Weekend Event: (Friday – Sunday) \$375 Pavilion

_____ Recurring (Classes): 4 sessions in same month \$125 Pavilion

The signer agrees:

1. To rent a portable toilet when renting the Pavilion.
2. To pay a Damage Deposit of \$250 (no alcohol served) or \$500 (alcohol served) prior to the event.
3. To reimburse the Town of Silver Creek for any expense or damage incurred or suffered by the Town of Silver Creek. If all terms and conditions are fully complied with, and the facilities are found to be in a good state and condition, the damaged deposit shall be refunded.
4. To return all keys to the Town Clerk.
5. To not smoke inside buildings. Cannabis not allowed on the premises.
6. To not broadcast amplified music outdoors.
7. To begin quiet hours at 10:00 p.m.
8. ALCOHOL POLICY: Beer or wine may be served at the event ONLY under the following conditions:
 - **EITHER** Renter must hire a Caterer who holds a valid MN liquor license and who carries liability insurance of \$2 million to serve the beer or wine. The caterer may not sell alcohol - no cash bar. Copy of liquor license and COI must be provided in advance.
 - **OR** Renter must purchase event insurance with a \$2 million liability limit from the Town’s insurer to serve beer or wine. The renter may not sell the alcohol – no cash bar. The renter is solely responsible for any accidents resulting from alcohol use.
 - This policy applies to beer and wine only. No other alcohol may be served.
 - This policy applies to the entire premises owned by the Town including buildings, lawns, parking lot, cemetery, etc.
 - **The Town reserves the right to end any event at any time due to irresponsible alcohol use or other prohibited, disruptive, or illegal activity.**
 - A damage deposit of \$500 is required when alcohol is served.

9. Cancellations occurring less than 30 days prior to event date will result in forfeiture of rental fees.

I, _____, representing _____
(organization)

Agree to defend, indemnify, and hold harmless the Town, its officers and employees against all liability, loss, costs, damages, and expenses, which the Town, its officers and employees may hereafter sustain, incur, or be required to pay arising out of this contract. I understand that my group and I will abide by all the rules set forth above and agree we are monetarily responsible for any damage to the premises over and above normal wear and tear for our use of the premises on the date stated above.

Print Name: _____ Signature: _____ Date: _____

Full Mailing Address: _____ Phone #: _____ Email: _____