



Hall Rental Agreement

The Executive Board shall govern this policy on renting out the Local Union Hall. Anyone wishing to rent the Union Hall will fill out the Union Hall Rental Agreement in full. The Local President or Financial Secretary must sign each rental agreement form.

The functions of the Local take precedent over any rental of the hall. If there is a conflict with the Local or one of our Units needing to use the hall when the Hall has been rented out the Local or Unit will take precedent and the rental will be canceled. All efforts must be made to accommodate any rental of the Hall prior to having the rental being cancelled.

The rates for renting the Hall shall be as follows:

One time use:

- USW 12-591 member -- \$25 fee, deposit maybe waived by President or the Financial Secretary.
- USW District/International -- \$25 fee, deposit maybe waived by President or the Financial Secretary.
- Charitable Organizations -- \$25 fee, deposit required
- Other Unions -- \$25 fee, deposit required
- All others -- \$250 fee, deposit required

Multiple/regular use per calendar year:

- USW 12-591 member -- \$25 fee per meeting, deposit may be waived by President or the Financial Secretary.
- USW District/International -- \$25 fee per meeting, deposit may be waived by President or the Financial Secretary.
- Charitable Organizations -- \$25 fee, single deposit required
- Other Unions -- \$25 fee per meeting, single deposit required
- All others -- \$100 fee per meeting, single deposit required

Charitable Organizations are: Churches, political parties, Boy/Girl Scouts, Service Groups like Kiwanis, Lions, Eagles, Soroptimist, etc. This list is not all inclusive.

The E-Board reserves the right to ban or suspend any group or individual from renting the Hall for not cleaning the hall or excessive damage to the Hall or for any other reason. This will be handled on a case by case basis. The E-Board reserves the right to deviate from the above rate schedule as they see fit.

All money collected from rental of the Hall will be accounted for and be used for Hall maintenance.

Each group that rents the Hall on a regular basis shall be required to fill out a rental agreement annually.