Kessel Lodge

268 7th Ave W.

Rules and Regulations, Rental Fees and Agreement

1. The City of Cresco will not be responsible for lost, stolen, or damaged items brought into the building prior to, during, or after the event. Nor will they be responsible for items not removed from the building after the event.

2. The Renter agrees to hold the City harmless from any liability arising from the conduct of the renter or guests during the event. The City of Cresco is NOT responsible for accidents.

3. We do require a $50 deposit due and payable upon signing rental agreement to hold your reservation date. The Rental & Security/Damage Deposit is to be made through the Cresco City Hall Office. The rent **MUST** be paid before the event. A key for the facility can be picked up at City Hall Monday-Friday, 8:00 a.m. - 4:30 p.m. -- (563) 547-3101.

4. The Security/Damage Deposit will be returned in full or in part after the event only when the key is returned and inspection of the building and contents are found undamaged and properly cleaned. If you cancel 30 days in advance of your booking date the deposit will be returned. **The person signing the contract will be responsible for all damages incurred over the deposit amount.**

5. Kessel Lodge is a smoke-free area. No smoking allowed inside the building or under the outdoor shelter.

6. Minimum age for renting the building is 18 years old. The renter must sign the rental agreement for the group and will be held responsible.

7. Children must be supervised by a responsible adult 18 years or older.

8. Do not use tape on walls, ceilings, floors, or tables. No duct tape or Scotch tape, glue or glue guns, staple guns, thumbtacks, nails, painting, glitter or confetti will be allowed. There is a bulletin board, strips on the walls, and hooks in the ceiling to use for decorating.

9. The Cresco Park hours are 6:00 a.m. – 11:00 p.m. Anything later than this time must be approved through the Cresco Park Board in advance.

10. The Cresco Police Department may enter the building during an event to insure the safety and welfare of all participants of the building.

11. When moving tables and chairs, please carry them. Do not drag them across the floor to prevent damage to the floor, tables, and chairs.

12. No animals, other than Seeing Eye dogs or animals used for health and well-being of the blind or handicapped, will be allowed in the building.

13. No equipment belonging to the City of Cresco, such as chairs, tables, or kitchen equipment will be removed from the building prior to, during, or after the event.

14. All wet & dry spills should be cleaned up at the time of the spill. There will be a broom & mop in the storage room available for your use.

15. The building will seat 60 people inside and 60 people under the outside shelter. It has air conditioning and a furnace. It also is equipped with restrooms, a TV (for projecting group slideshows/computer hookups only, no cable tv, must bring own cables), water fountain outside, a storage room, and a few cleaning supplies. The kitchenette is complete with range, microwave, refrigerator/freezer, 30-cup coffee maker (located in cupboard by refrigerator) and a 14-foot serving counter with plenty of electrical outlets. Towels, dishes, utensils, etc. are **NOT** supplied for the kitchen.

16. Beer and wine may be consumed in a Cresco City Park during normal park hours but may not be dispensed from a container larger than five (5) liters. Only beer, wine (including champagne), and wine coolers can be given away by someone renting the Cresco Lodge. Hard liquor cannot be given away. Only beer, wine, etc. are allowed to be consumed. Hard liquor brought in your own bottle is NOT legal. The renter must observe the law of only serving to adults that are 21 years of age and older. Public intoxication is prohibited by state law and city ordinance.

17. Reservations may only be made 3 years in advance. Any changes to this Rental Agreement must be approved through the Cresco Park Board in advance.

18. UPON COMPLETION OF EVENT. All items brought into the building prior to or during the event will be removed. THE CITY OF CRESCO WILL NOT BE RESPONSIBLE FOR ITEMS LEFT IN THE BUILDING AFTER AN EVENT. All refuse to be discarded (decorations, paper plates, paper cups, etc.) will be placed in tied trash bags and set in the dumpster. Trash bags are furnished in the storage room. Feel free to move tables and chairs to accommodate your event. Return them to their original positions. - PLEASE WIPE THEM OFF. There are extra chairs and tables in the storage room.

Make sure:

1. **All doors & windows are locked and the restroom doors are blocked open.**
2. **The thermostat is set at 77 degrees during air conditioning season and 67 degrees during heating season.**
3. **The TV remote is on the TV stand.** **Note: The TV will take 10-15 seconds to turn on.**
4. **All lights, ceiling fans, and appliances are turned off.**
5. **All garbage is collected and set in the dumpster.**
6. **Floors, tables, kitchen, and bathrooms are clean.**

19. We are here to serve you as comfortably and safely as possible and also to see that your special event runs smoothly. If you have any questions or suggestions, please let us know. If you have any special requests, please ask. We will do what we can to make your event as special as you would like it to be.

Park Office: (563) 547-3230 or parks@cityofcresco.com

Thank you for choosing the Kessel Lodge for your event.

Daily Rental Fees

$125 – Friday, Saturday, Sunday & Holidays

(Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve, Christmas, New Years Eve & New Years Day)

$100 – Monday through Thursday

Not available on Wednesdays before 4:00 pm or

Mon.-Tue.-Thur.-Fri. before 2:00 pm, unless it's a holiday.

Park & Lodge hours are 6:00 a.m. – 11:00 p.m.

For more information contact the Park Office at 563-547-3230 / City Hall at 563-547-3101

The Kessel Lodge is online at: www.cityofcresco.com

KESSEL LODGE

RENTAL AGREEMENT

Return or mail to:
Cresco City Hall
130 North Park Place
Cresco, IA 52136
(563) 547-3101

Rental for the Kessel Lodge for a one-day event on Friday, Saturday, Sunday & holidays is $125.00. Rental for a one-day event on Monday through Thursday is $100.00 (if no holiday). Events must be paid for prior to receiving a key at city hall. A $50.00 deposit is due and payable upon signing this agreement, in order to hold that date for you. If you cancel 30 days in advance of your booking date the deposit will be returned. **Make checks payable to: City of Cresco.**

"I understand that there is a deposit of $50.00. The building will be inspected following the function, and I am liable for anything broken or missing. If I do not choose to clean up following the event or it is not cleaned up satisfactorily, the cost of such clean-up will be deducted from my deposit. In the event the damages amount to more than the deposit, I hereby agree to be responsible for such damages. The deposit will be returned if the regulations are complied with. I, the undersigned renter, have received a copy of the rules, regulations, and rental fees and hereby agree to the terms as written. "

Date of Reservation: _____

Circle One: Sun. – Mon. – Tues. – Wed. – Thurs. – Fri. – Sat.

Renter Name: _____

Street: _____

City/State/Zip: _____

Phone: (_____)_____

e-mail: _____

GROUP REPRESENTED: _____

Dated this _____ day of _____, 20 ____. _____
Renter Signature

(for office use)

Fee: $ _____ _____ _____ **Key #** ☐
date paid **initials**

Deposit: $ _____ _____ _____ _____
date paid **initials** **received by**