

Please return to: Town of Minden 1604 Esmeralda Ave. Suite 101 Minden, NV 89423
Phone: 775-782-5976 Fax: 775-782-5287

TOWN OF MINDEN

FORTNIGHTLY ROOM APPLICATION AND USE PERMIT

This application **and deposit** must be on file in Town of Minden in order to guarantee facility rental.

Name of Organization / **Contact Person**

Date(s) of Rental

Type of Activity to be conducted

Home phone

Work phone

Email Address

Mailing Address

City and State

Zip Code

Physical Address

City and State

Zip Code

Requested opening time

Requested closing time

Total hours

Anticipated number of People

Is this event open to the public? Yes ___ No ___ If so, what is the starting time of the event? _____

Will the activity involve alcohol consumption? Yes ___ No ___ If yes, will alcohol be sold? Yes ___ No ___

If alcohol is to be sold, a permit must be obtained from the Sheriff's Office.

Also, please check with Nevada State Health Department for temporary food permit.

AVAILABLE AMENITIES:

Number of tables requested: ___ Number of chairs requested: ___ Elevator access needed? ☐ Yes ☐ No

Other needs/requests: _____

APPLICANT CERTIFIES RECEIVING THE CVIC HALL POLICIES AND PROCEDURES AND AGREES TO ABIDE BY ALL PROVISIONS THEREOF. APPLICANT/RESPONSIBLE PARTY MUST HAVE A COPY OF THIS APPLICATION DURING THE FORTNIGHTLY ROOM RENTAL.

Policy Received: ☐

Signature of applicant

Date

For official use only
Calendar <input type="checkbox"/> Website <input type="checkbox"/> Invoice <input type="checkbox"/> Payment Received <input type="checkbox"/> Insurance Received <input type="checkbox"/>