

VILLAGE MEETING HOUSE
 5658 MAIN ST., WILLIAMSVILLE, NY 14221
 Call Village Hall - 632-4120
PERMIT APPLICATION

Please Print

DATE SUBMITTED : _____

YOUR NAME AND/OR ORGANIZATION/GROUP _____

ADDRESS _____

EMAIL ADDRESS _____

DATE(S) REQUESTED _____ **TIME(OPENED)** _____ **TIME(CLOSED)** _____
REQUESTED _____ **TIME(OPENED)** _____ **TIME(CLOSED)** _____

ACTIVITY/PURPOSE _____

PERSON IN CHARGE _____

Phone (Day&Eve.) _____

ADDRESS (If Different) _____

NUMBER OF PEOPLE EXPECTED? _____

I have received and agree to the Rules and Regulations for The Meeting House use:

.....*Date:*

Signature of Applicant

FEES:

• **General Use:**

___ \$100.00 per Day + \$100.00 Security Deposit

___ * \$50.00 per Day + \$100.00 Security Deposit

(Only for youth groups, seniors, Village Community Organizations, rehearsal groups (other than wedding rehearsal) and not-for-profit groups)

• **Weddings:**

___ \$150.00 Wedding only + \$100.00 Security Deposit

___ \$225.00 Wedding & Rehearsal + \$100.00 Security Deposit

\$ _____ **TOTAL FEES (ENCLOSED)**

-SECURITY DEPOSIT - Please send a separate check for the security deposit. This amount is refundable after inspection of premises, subject to Village Board approval. Refund of security deposit takes approximately 2-3 weeks from date of event.

-CANCELLATION FEE POLICY - 50% refund with 30 days written notice. If less than 30 days written notice, no refund.

PLEASE FILL OUT PERMIT APPLICATION AND WAIVER, AND RETURN TO:

Village Hall, 5565 Main St., Williamsville, NY 14221

FEES ARE DUE AS NOTED ABOVE - APPROVED PERMIT WILL BE MAILED TO YOU

Cash or check should be made payable to: Village of Williamsville. Credit cards not accepted.

APPROVED BY: (VILLAGE CLERK)

DATE:

