

City of Glen Dale
402 Wheeling Avenue
Glen Dale, WV 26038
304-845-5511
SHELTER RENTAL APPLICATION

Applicant Name: _____

Address: _____ Phone: _____

_____ Rental Date: _____

Purpose of Rental: _____

All reservations are subject to the following:

1. Rental of the shelter on the weekends and holidays will be \$125.00 which includes use of the kitchen.
2. Rental of the shelter Monday through Friday will be \$75.00 per day which includes use of the kitchen.
3. The group, organization or individual renting the shelter is solely responsible for any damages incurred to the shelter or the property.
4. All reservations must be paid in full by December 31, 2015. If for any reason you wish to cancel your reservation, you may request a 75% refund if the shelter gets re-rented for that day.
5. All alcoholic beverages are strictly prohibited from the premises.
6. The shelter will be closed at 10:00 pm promptly.
7. While every effort is made to have the swimming pool open during the summer months, we cannot guarantee that it will be open the day of rental due to bad weather. A closing date for the pool will not be set until the end of the season.

By signing this application, I agree to the terms and conditions.

Applicant signature

Payment Amount: _____ Payment Date: _____

Received By: _____ Receipt Number: _____

Keys to the shelter & restrooms can be picked up the morning of the rental at the Glen Dale City Building and must be returned to the same location at the end of the rental.