

MISHICOT VET'S CLUB GUIDELINES

Rental - \$80.00 per day to 12:00 a.m. to 11:59 p.m.

ATTENTION!! USE OF VFW OUTSIDE OF RENTED PERIOD WILL RESULT IN LOSS OF DEPOSIT!!

Deposit - \$80.00 per day

Total Required Prior to Receiving Keys - \$160.00

CAPACITY = 120

- A. Bring the following items when renting if needed:
1. hot pads, serving utensils, dish cloths and towels, dish detergent, garbage bags
 2. full and sealed garbage bags may be left on the premises and will be removed by the village maintenance department
- B. **Week day rental:**
1. The Mishicot Senior Citizens use the Vet's Club as a senior meal site on Monday, Wednesday and Friday between the hours of 10:00 a.m. and 3:30 p.m.
 2. Not available 2nd Monday evenings of the month – (Vet's Meeting)
 3. Not available 4th Tuesday evenings of the month – (IBEW Union)
 4. Not available on Thursday mornings until 12:00 noon – (Cards till Noon)
 5. Not available on 2nd Thursday evenings of the month – (4H Marvels)
 6. Not available on 1st & 3rd Tuesday evenings of the month – (Boy Scouts)
 8. Not available on 1st & 3rd Monday evenings of the month – (Girl Scouts)
- C. No decorating activities will be allowed prior to the rental date and all decorations shall be removed prior to leaving for the day or evening
- D. No tape or tacks to be used of any kind on the walls
- E. All clean-up must be done prior to leaving for the day and no clean-up will be allowed the next day
- F. **Ovens must** be left in the same condition they were in when rented or deposit will not be returned
- G. Any and all damages to the building or its contents will result in forfeit of any deposits. The person or persons renting the building will be responsible for any damage taking place during their rental
- H. No camp fires or fire pits allowed anywhere on the grounds
- I. No outdoor camping or recreational vehicles or camper trailers allowed
- J. A reasonable attempt should be made to return tables and chairs to their original locations
- K. Upon exiting the premises renters will securely lock all doors, turn off lights and lower the heat to 50 degrees
- L. Please return one copy of this document at the time of key pick up and rent payment
- M. I have read the above requirements for renting the Vet's Club facilities owned by the Village of Mishicot.
- N. Spare tables will in inside the garage.

(more information on other side)

Responsible Person

Dated

Address

Phone#

PLEASE NOTE: VILLAGE OFFICE HOURS ARE: MONDAY, WEDNESDAY, & FRIDAY – 9:00 a.m. – 12:00 p.m. & 1:00 p.m. – 5:00 p.m. & TUESDAY & THURSDAY 9:00 a.m. – 12:00 p.m.
There is a drop box outside of the village hall to drop your key off – please put the key in an envelope and put your name on the envelope. Thank you!

WHEN USING NESCO ROASTERS

All of the Vet's Club electrical receptacles are labeled to their corresponding circuit breakers. When Nesco Roasters are used, only **one roaster** should be used **per circuit**. A circuit may have two or more electrical receptacles so be sure to plug in only **one roaster per circuit**.

Enclosed is a summary of all receptacle locations and the size of each circuit. The larger the circuit breaker, the less likely to blow a circuit when using a roaster.

Vet's Club Circuits

Hall

(2) North Wall	H-25
(1) West Wall	H-35
(2) South River Wall	H-35

East Kitchen

Upper South	C-2
Lower South	H-29
Upper North	C-1
Bottom North	H-29

Bar Room – Cooler

North Bottom by Door	C-12
North Bottom East Side	C-12
East Wall Upper by Window	C-15
South Bar Wall – New Circuit System	Not Labeled

Kitchen

Upper North Facing W. Hallway by Bathrooms	C-1
Upper South Facing West	C-2
Stove Wall – West Side	C-10
Stove Wall – East Side	C-9
East Wall (Facing Garage)	C-6
South Wall – East Side	C-7
South Wall – Center	C-4
South Wall for Refrigerator	C-8

Storage Hall – With Hanging Mops

South River Wall for both Refrigerators	C-14
North Hanging Mops/Brooms Wall	C-3

CIRCUIT BREAKER SIZES

H-25	15 amp
H-35	15 amp
H-29	15 amp

C-1	20 amp	C-8	20 amp
C-2	20 amp	C-9	20 amp
C-3	20 amp	C-10	20 amp
C-4	20 amp	C-12	15 amp
C-6	20 amp	C-14	15 amp
C-7	20 amp	C-15	15 amp