

Town of Draper

Town Hall Tables and/or Chairs Use Agreement

It has been a longstanding tradition that the Town Hall tables and chairs may be loaned to residents (if available) for use free of charge.

The following rules are now in effect: the tables available for borrowing are the old tables that are already damaged from rain (the new tables are too valuable to the town to leave the Hall). The tables must be kept dry and returned in the same condition as when borrowed.

The chairs must be counted, kept dry, and returned in the same condition when borrowed. The borrower is responsible for replacing the chairs in the same place they were taken from, including setting them back up for the board meeting if necessary.

There is no charge for use of the equipment, but the responsible party must agree to:

- keep equipment safe and dry
- pay for any damages to the tables or chairs,
- clean and return them on the specified date and time, to their original location in the Hall.

*Equipment will be checked out/ in upon return by Clerk or town employee.

Name, address and telephone number of the responsible individual (printed):

Signature of the responsible individual: _____ Date: _____

Requested date of use: _____ Requested date of return: _____

Number of tables borrowed: _____ Condition out: _____ Initials of town official _____

Number of tables returned: _____ Condition in: _____ Initials of town official _____

Number of chairs borrowed: _____ Condition out: _____ Initials of town official _____

Number of chairs returned: _____ Condition in: _____ Initials of town official _____

Condition notes: