

Town of Troutman  
Facility Use Agreement

This use agreement is made between:

**Town of Troutman, 400 North Eastway Drive, Troutman, NC 28166;** and

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For the use of Town property located: **Town of Troutman – Town Hall Meeting Room, 400 North Eastway Drive, Troutman, NC 28166;** and, **Town of Troutman-Depot, South Main Street, Troutman, NC 28166**

This use agreement is for:

Location: \_\_\_\_\_

Date: \_\_\_\_\_

Time: FROM \_\_\_\_\_ TO \_\_\_\_\_

**Town of Troutman – Town Hall Meeting Room**  
**Food and drink maintenance fee:**

A *non-refundable* maintenance fee of \$20.00 must be paid prior to use of the meeting room. By signing this form, I have read the attached Town of Troutman Policy (Policy #7 –Policy Governing the use of the Town of Troutman Town Hall Meeting Room) and, I understand and will comply to all guidelines and operating procedures outlined within the policy.

\_\_\_\_\_  
(Tenant) (Date) (Phone)

\_\_\_\_\_  
(Town of Troutman Representative) (Date) (Phone)

**Town of Troutman-Depot**

A *refundable* deposit of \$75.00 must be paid prior to use of the Town Depot. The Depot will be inspected by a Town Representative following each use. If the Depot is not cleaned up as to the Town’s satisfaction, the deposit will not be returned.

\_\_\_\_\_  
(Tenant) (Date) (Phone)

\_\_\_\_\_  
(Town of Troutman Representative) (Date) (Phone)