

Blue Lake Township

Kalkaska County, Michigan

**Blue Lake Township Hall
10599 Twin Lake Rd. N.E.
Mancelona, MI 49659
(231) 587-8354
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Township Hall Rental Policy

This policy will be used to guide the Rental and Usage of the Township Hall of Blue Lake Township.

1. For the purposes of this policy the Township Hall is the main meeting area of the current community center located at 10599 Twin Lake Road and includes the Hall, Kitchen, and Bathroom facilities. This does not include the office area.
2. The renter must sign and adhere to all rules in the Township lease agreement.
3. A fee for renting the Hall is required when signing the lease.
4. The Township Hall can be rented by any Blue Lake Township Resident.
5. With the Boards Approval the Township Hall can be rented by a non-Blue Lake Township resident to provide Education, Community Services, and Governmental Activities for the benefit of our residents.
6. The Township Hall must be cleaned after each use. For Township Residents if in the estimation of the Clerk the Hall was left cleaned and in a good condition the rental fee will be returned.
7. The Township Board will determine the Rental Fee.
8. The renter must contact the Township Clerk at least one week before the event to sign the lease agreement and to receive a key to the Hall area. A non-Blue Lake renter must contact the Clerk at least one week before a Board Meeting to receive Board Approval. The Clerk office hours are posted.

This policy was accepted by the Blue Lake Township Board on July 6, 2011.