



# Mendon City Corporation

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## MENDON STATION RENTAL POLICY

### INTRODUCTION

The purpose of this policy is to establish a uniform and equitable policy for renting the Mendon Station in Mendon City, Utah. The Mendon Station is a highly demanded facility within the city. Therefore, Mendon City has found it necessary to enact a uniform policy for all renters. This should not be construed as a contract. This is also not intended to cover every situation that will arise. Renting or using the station is a privilege that the mayor and/or city councilmembers has sole discretion to determine.

- Mendon City residents help maintain this facility through their taxes. Therefore, any renter who is not a city resident should pay the non-resident rate. Non-residents should not rent through a Mendon City resident. Nor should Mendon City residents rent on behalf of a non-resident in order to avoid paying the correct amount. Doing so will be a forfeiture of the deposit. Continued abuse of the policy will result in not being allowed to rent the station.
- The Mendon Station will be made available if not previously reserved for any Mendon City business meetings without charge. This includes city business meetings for:
  - Mendon City
  - Mendon City Library
  - Mendon City Fire Department
  - Mendon City Youth Council
  - Mendon City Planning and Zoning
  - Any other committees, commissions, boards as appointed by the city to meet.
- The following can reserve the building if not already previously reserved. Personal usage of the facility will be as follows:
  - Elected Officials can reserve the building twice a year without charge.
  - Immediate city staff can reserve the building twice a year without charge.
  - Mendon City Boards, Commissions, Committee members, and extended staff can reserve the building once a year without charge.
- The facility is used by several classes that are beneficial to the community. These classes will be able to use the station at a reduced rate of \$50.00 for the duration of the class session after appearing before City Council.